

PUBLIC SERVICES COMMITTEE MEETING MINUTES
WEDNESDAY, JULY 2, 2014
1:30 P.M.

PRESENT: G. Deming, C. DiPasquale, D. Knapp, D. Babbitt Henry, W. Wadsworth, E. Gott, D. LeFeber, P. Yendell, I. Coyle, B. Beagle – LC News

BOARD OF ELECTIONS - NANCY LEVEN AND LAURA SCHOONOVER

Pre-approved Informational Item(s) To Be Reported

1. DEPARTMENT UPDATE – Mrs. Leven updated the committee on the \$16,000 savings due to not having a federal primary election. She has been working on updating the office policy. As this is going to be a governor's election, they have been updating the absenteeism file, making sure everything is ready. They are currently working on the inspector training manual. They are still short inspectors if anyone knows of someone that may be interested. They are adding compliance training this year. There was discussion if there are not enough inspectors signed up for classes. There are some towns with extra inspectors that are willing to travel. They will get a list out to the town supervisors if they are short inspectors. Ms. Leven reported that they attended the EOC training for the first time and they are working on a plan for Kevin Niedermaier. They are working on capital improvement projects. The state has not looked into a new voting machine but we will need to start replacing voting machines at some point so that will be our next capital improvement project. The state has also giving them free asset management software to track all of this equipment. Mrs. Leven distributed a graph for review, showing how they are working to consolidate election districts. They have plotted the number of votes on each street in the election districts and will be draw in potential new lines in the districts. The bill to increase the district size did not pass. They will be doing new district maps in house and will then contact the towns for their input.
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Informational Item(s) Written Only

1. The Federal Primary was held June 24th; Livingston County did NOT have an election.
2. Caucus packets have been prepared. The towns of Conesus, Geneseo, Groveland and Mount Morris have offices on the November ballots and the political parties may hold caucuses from May 29th to September 16th. No one has scheduled a caucus at this point.
3. The BOE is continuing to work on updating office policies and procedures, poll site consolidation, school district boundaries, grant requirements and the election inspector manual.
4. Election Inspector classes have been scheduled for late July and August. Inspectors are calling the office daily to schedule their required class. Only one class has been filled, with a couple others filling in rapidly.
5. Post cards will be mailed to voters on record as of the end of June. This is required due to EL 4-117. Voters' addresses must be checked twice a year.
6. Petitions from any of the 6 major parties are due to be filed the week of July 7th. This will include positions for Livingston County Clerk and one Coroner position. Senate and Assembly petitions for our area will be filed with the State Board.
7. Commissioner Leven participated in a statewide conference call on June 19th with the NYSBOE.
8. The Commissioners participated in EOC training on June 18th. The scenario included an election and was surprising to many that an election would continue during a disaster. Follow up paperwork is due to Kevin Niedermaier documenting what would be needed to operate if this was a real situation as has happened in other counties.
9. A registration form was placed in the pennysaver for distribution to most of the towns in the county. This is our 3rd year to place the ad and has worked well for us in the past.
10. The Commissioners attended the County Employee's recognition ceremony.
11. The 2009 and 2010 cancellations continue to be captured and once done will complete the backlog for full documentation.

12. Year to date statistics: 633 new registrations, 54 name changes, 902 residence changes, 692 mailing addresses, 141 personal information changes, 314 duplicates, 19 incompletes, 195 pending party changes, 577 cancellations and various other changes have been processed.
13. There are currently 459 absentee applications on file for the general election.
14. Current active voter enrollment stands at 36,532. Democratic: 9,496, Republican: 16,354, Conservative: 820, Working Families: 138, Independence: 1,783, Green: 121, Others: 337 and Blank: 7,483. Inactive enrollment is at: 3,406. Total active/inactive voter enrollment is: 39,938.

HIGHWAY – DON HIGGINS

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN A NEW CONTRACT FOR SNOW AND ICE CONTROL ON COUNTY ROADS

WHEREAS, the current Contract for Snow & Ice Control on County Roads expires on October 14, 2014, and

WHEREAS, the Public Services Committee recommends that the Livingston County Board of Supervisors approve a one-year contract - with a provision for four (4) 1-year extensions - with 18 municipalities for snow and ice control on County roads, now, therefore be it

RESOLVED, that the Livingston County Board of Supervisors authorizes the Chairman of the Board to sign a one-year contract with eighteen (18) municipalities for snow and ice control on County roads for the period

October 15, 2014 through October 14, 2015 at the rate of \$4,000.00 per center-line mile, with a provision for four

(4) 1-year extensions at annual rates to be determined at the time of the extension, subject to the approval of the municipalities, the County Attorney and the County Administrator.

CONTRACTOR

TERM

AMOUNT

Town of Avon

10/15/14 – 10/14/15

\$968,968.00

Town of Caledonia

Town of Conesus

Town of Geneseo

Town of Groveland

Town of Leicester

Town of Lima

Town of Livonia

Town of Mt. Morris

Town of N. Dansville

Town of Nunda

Town of Ossian

Town of Portage

Town of Sparta

Town of Springwater

Town of West Sparta

Town of York

Town of Naples

For: Snow & Ice Control on County Roads, with provision for four (4) annual extensions.

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

Mr. Higgins explained that they have used up all of their extensions in last years' contract and need to do a new contract. The only change is that this contract will have four extensions instead of three, which has the County Attorney's approval.

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

2. AUTHORIZING LIVINGSTON COUNTY TO PURCHASE A TRI-AXLE DUMP TRUCK THROUGH CONTRACTS AWARDED BY ONEIDA COUNTY FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT – TRACY ROAD EQUIPMENT, INC. AND TENCO INDUSTRIES, INC.

WHEREAS, Oneida County has awarded bids for purchase of Tri-Axle Cab/Chassis Trucks (Bid #1692) to Tracy Road Equipment, Inc. and Dump Bodies (Bid #1685) to Tenco Industries, Inc., 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 tri-axle cab/chassis and dump body for a total cost of \$143,770.00.00 through contracts (#1692 and #1685) awarded by Oneida County to Tracy Road Equipment, Inc. and Tenco Industries, Inc., subject to review by the County Attorney and County Administrator.

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Tracey Road Equipment, Inc.		\$108,817.00

6803 Manlius Center Road
East Syracuse, NY 13057

For: Purchase of one (1) 2015 Freightliner 114SD Tri-Axle Cab/Chassis. Not to exceed the amount indicated.

Tenco Industries, Inc.	\$34,953.00
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5700 South Lima Road
PO Box 635
Lakeville, NY 14480

For: Purchase of Beau-Roc 18' Dump Body per specifications, fully installed on the cab/chassis noted above. Not to exceed the amount indicated.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
County Highway Machinery Fund Appropriations	100%	Yes XX No

Mr. Higgins explained that this is the final large equipment purchase for this year. This will replace an existing 1991 Ford Dump truck with 262,000 miles. They have five dump trucks in their fleet.

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

3. AWARDING BID FOR THE HIGHWAY DEPARTMENT FOR CONSTRUCTION MATERIALS FOR THREE-SIDED STORAGE FACILITY – VENDOR TBD

Director's Comment: Bid opening is scheduled for July 11. With BOS, County Administrator and County Attorney approval, we would like to award the bid at the July 23 BOS Meeting. This bid is for materials only, for construction of a 24' x 80' 3-sided vehicle storage structure. Construction will be by County Highway forces.

Mr. Higgins is requesting that the committee pre approve this pending the outcome of the bid opening. There was discussion regarding the County's bidding process. Mr. Higgins explained that storage is desperately needed.

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

Chairman Gott reported on the highway tour last week and how impressed he was that the County received an award on the Wild Cat Road bridge construction. We are very lucky to have a bridge crew, many counties do not.

Informational Item(s) Written Only

1. Hard copies of the "Amounts Paid to Towns in 2013" have been delivered to the Clerk of the Board for distribution to Supervisors.

Motion: Mr. LeFeber moved and Mr. Wadsworth seconded to change the order of the agendaCarried.

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 FOR THE LIVINGSTON COUNTY OFFICE OF EMERGENCY MANAGEMENT AND 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 for the Livingston County Office of Emergency Management, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
New York State Division of	10/01/13 – 09/30/15	\$29,678.00

Homeland Security and Emergency Services

1220 Washington Avenue, State Office Building Campus
Building 7A, Suite 710
Albany, NY 12242

For: Emergency Management Performance Grant funding to be used for EOC and Planning

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

Director's Comments: Funding will be utilized for EOC upgrades and development of Emergency Plans

Mr. Niedermaier explained that this is our 17th year of accepting this grant. He would like to use it for the development of emergency plans and enhancements to the EOC. He would like to hire a consultant to evaluate their emergency plans.

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

Pre-approved Informational Item(s) To Be Reported

1. Permission for Chairman Gott to sign the FY14 DHSES Preparedness Objectives – Both OEM and the Sheriff's Department have objectives that need to be met and the Clerk is waiting for confirmation per the County Attorney before having Chairman Gott sign the document.

Informational Item(s) Written Only

1. Hazard Mitigation Plan update: Tetra Tech has developed a very aggressive timeline for completion of the Hazard Mitigation Plan by December of 2014. Unfortunately there will be from time to time information that needs to be provided from different agencies in a short timeframe. The kick off meeting was held and the public meeting has been scheduled for July 8th. The planning Department has been supplying the GIS information and the Towns and Villages have received several packages of information to fill out for the plan. I have been meeting with Towns and departments to assist them in completion of the information need for the plan.
2. An Emergency Operations Center Training Exercise was completed on June 18th; the scenario was excessive rainfall. The exercise builds on drills, workshops, training and Public Official Workshops that have been

conducted in the past. The objectives for the drill were Emergency Operations Center Management, Information Gathering and Sharing, Communications, Emergency Public Messaging, and Incident Action Planning. The participants had to demonstrate the ability to correctly use position specific EOC job aids to promptly facilitate the opening of the EOC create position specific job aids as necessary, and evaluate the ability of the county staff to properly support the prompt opening of the EOC to the correct scale based on current situational awareness. There were 20 participants.

3. Training tower update: The insulation has been installed for the burn room and the county building and grounds are completing the installation of the ceiling and wall panels for the burn room.
4. Quarterly reports have been completed for the NYSDHES Grants, currently the OEM is managing 5 grants
5. Fire responses:
 - 05/27 – V/Lima – House fire
 - 06/01 – OOC to Pavilion – structure fire
 - 06/01 – T/Livonia – Backhoe on fire
 - 06/03 – T/Groveland – Kitchen fire
 - 06/04 – T/Groveland – Kitchen fire
 - 06/13 – V/Mt. Morris –House/garage fire
 - 06/18 – T/Nunda – House fire
 - 06/19 – T/Springwater – 4 wheeler/house fire

SHERIFF – SHERIFF THOMAS DOUGHERTY

Action Item(s) To Be Reported

1. **AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY SHERIFF’S OFFICE: STEUBEN 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>
Steuben County	1/1/14 – 12/31/14	85.00/day
7007 Rumsey Street Extension		
Bath, NY 14810		

For: inmate housing at Steuben County should the need arise (none anticipated, emergency situation only)

Mr. Coyle explained that we have had contracts in the past to house other county’s inmates, but this is to house our inmates at Steuben if ever necessary.

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

E911 COMMITTEE – CHAIRMAN GOTT

Pre-approved Informational Item(s) To Be Reported

Charles Perkins did not take his oath and will need to be reappointed by the Chairman. Chairman Gott explained that he will be reappointing Mr. Perkins under Other Business at the next Board meeting.

PLANNING – ANGELA ELLIS

Action Item(s) To Be Reported

1. **AUTHORIZING A PROFESSIONAL SERVICES CONTRACT FOR THE LIVINGSTON COUNTY EMERGENCY COMMUNICATIONS SYSTEM UPGRADE PROJECT – C&S ENGINEERS, INC.**

WHEREAS, the County of Livingston solicited a Request for Proposal for the Livingston County Emergency Communications System Upgrade Project, and two proposals were received, now, therefore, be it

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

Contractor	Term	Amount
C&S Engineers, Inc.	7/1/14-12/31/15	Not to Exceed \$644,920.00

499 Col. Eileen Collins Blvd
Syracuse, New York 13212

For: Professional services for the project management, engineering and consulting services for the County's emergency communications system upgrade project.

Ms. Ellis reviewed the RFP and selection process for the Committee. The contract with the state has been executed for the \$6M project. There is no local match.

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

2. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN A CONTRACT FOR THE LIVINGSTON COUNTY PLANNING DEPARTMENT AS FOLLOWS: GENESEE VALLEY CONSERVANCY

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Genesee Valley Conservancy	6/1/14-8/31/14	Not to Exceed \$4,500.00

P.O. Box 73

One Main Street

Geneseo, NY 14454

For: Professional services for the preparation of applications to the NYS Purchase of Development Rights Program.

Ms. Ellis reviewed the program and explained that this program was used to prepare applications for three purchase and development applications that were approved this year. This is the same funding source used for Coyne, Mulligan, Chase and Merrymac Farms for the development right program. There are two farms currently in the process now, Triple H and Sunnysknoll, both of which are scheduled to be closed in September this year. In 2008-2009 in anticipation of a call for submissions, there were three farms identified to submit applications, Moore Farm, Marshall Farm and Vandeweert/Pleasant View Farm. However, there was never a call for submissions from the state. The state has now issued the call inviting counties to do a submission. There are some changes to the program. Counties and municipalities are no longer the only eligible applicants.

Conservancies and soil and water districts are now eligible. The program is an 87.5% & 12.5% match. In 2009 the AFPB and the Board of Supervisors passed an application for those three farms to submit an application. All three farms have stated that they are still interested in participating. Mr. Paoletta distributed color coded maps showing information on the projects to be submitted. The applicants now need to hold the conservation easements. The County can still be the applicant but they would need to hold the easements. The Vandeweert property has changed hands from Gary Sr. to his son James. They are waiting to see if James still wants to participate in the program.

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

Informational Item(s) Written Only

STAFFING: David Paoletta started work on June 16, as our new Planner. The Senior Typist position has been advertised. Workforce Development has kindly provided us with interim clerical support services through its Workability Employment Plan.

COUNTY PROJECTS:

LIVINGSTON COUNTY EMERGENCY COMMUNICATIONS PLAN:

NYS Public Safety Answering Point (PSAP) Sustainment Grant. The contract with the State has

been executed. The Consultant Selection Committee met on June 4, 2014, to review proposals and subsequently interviewed two consulting firms on June 17, 2014. See attached memo documenting process and recommendation.

NYS Statewide Interoperable Communications Grant (SICG). The contract with the State has been executed. The Consultant Selection Committee met on June 4, 2014, to review proposals and subsequently interviewed two consulting firms on June 17, 2014. See attached memo documenting process and recommendation.

DANSVILLE TRANSPORTATION AND INDUSTRIAL AND COMMERCIAL ACCESS STUDY:

The second public meeting was held on May 29, 2014. The focus of the public meeting was for the project consultants to present the preliminary needs assessment and draft recommended transportation improvements and build-out scenarios within the study area and for the public to review and provide comments. We are in the process of scheduling a meeting with the business owners along Forbes Street, Dansville Economic Development Corporation members and County IDA members to be held in late July/early August.

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). No new update. 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.

Governor Cuomo announced \$20.5M available for the Farmland Protection Implementation Grant - Round 13. This is the first time the grant has been offered in the last five years. The Genesee Valley Conservancy is preparing applications for three farms in Livingston County – Marshall Farm, Vandeweert Farm, and Moore Farms.

Agricultural District Renewal. Planning staff continued organizational work for the renewal of Agricultural District #3. We still anticipate that the mailing will go out in July 2014.

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 and the Town highway superintendents.

TRANSPORTATION:

Genesee Transportation Council and Planning Committee: The Planning Director attended the Council meeting on June 19, 2014.

GENESEE-FINGER LAKES REGIONAL PLANNING COUNCIL

Council. The Planning Director attended the Council meeting on June 12, 2014. **Executive Committee.** The Planning Director attended the Executive Committee meeting on June 12, 2014.

E911 ADDRESSING:

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

ENVIRONMENTAL MANAGEMENT COUNCIL

The next meeting is scheduled for July 23, 2014.

EMERGENCY MEDICAL SERVICES – KAREN DEWAR

Action Item(s) To Be Reported

AWARDING BID FOR THE EMERGENCY MEDICAL SERVICES DEPARTMENT FOR AMBULANCE PURCHASE– NORTHEASTERN RESCUE VEHICLES

WHEREAS, after the proper legal advertisement seeking bids for a 2013 or newer Mercedes Sprinter Ambulance, two (2) bids were opened on June 16, 2014, with one vendor proposing three vehicles and, 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:

Contractor

Amount

Northeastern Rescue Vehicles, Inc.

\$86,504.00

10 Dwight Park Drive

Syracuse, New York 13209

For: 2013 Wheeled Coach – Type II Sprinter Ambulance

Ms. Dewar explained that she put out a bid for a second ambulance hoping to get an ambulance similar to the one purchased in May. Two bids were received. Ms. Dewar explained that Federal Safety's bid did come in slightly lower than Northeastern, they did not meet most of the specifications. Northeastern's bid was \$4 over their first bid.

Federal Safety's timeline is 90-120 days to delivery. Northeastern can deliver the ambulance mid August.

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

Informational Item(s) Written Only

1. June 5, 2014 Meeting with NYS Bureau of EMS Regional Representative Ross Zastrow
2. June 5, 2014 Monthly EMS Captain Meeting
3. June 9, 2014 MLREMS Executive Committee Meeting
4. June 10, 2014 New Ambulance in service
5. June 12, 2014 Emergency Responder Support Services Team response/debriefing Sparta FD
6. Medicaid revalidation completed
7. NYS DOH Bureau of EMS Course Sponsor Renewal completed

CENTRAL SERVICES – JOHN DRISCOLL

Action Item(s) To Be Reported

1. AMENDING THE HOURLY EMPLOYEE SALARY SCHEDULE – CENTRAL SERVICES & REFER MATTER TO WAYS & MEANS FOR APPROVAL

RESOLVED, that the 2014 Hourly Employee Salary Schedule is amended as follows:

Create one full time HVAC Systems Supervisor

Position would be responsible for an in house repairs and maintenance program to remove the need and expense of outside contractors. Additionally, a periodical maintenance program would be established for all county buildings. Position request also has a varied background in electrical and building trades to further assist existing personnel. Current costs total \$215,680.26 for labor and materials

1.a. Current costs only cover emergencies and quarterly inspections

1.b. Creation of position will eliminate the high cost of not having a periodic maintenance schedule

Mr. Driscoll distributed information on the HVAC needs and the amount of money paid for this type of work. He is asking to create a position for a full time HVAC Systems Supervisor position. While he does not know how much will be spent, he is confident that the County will see a substantial savings. He is trying to create a system where we don't have to go outside for this type of work. There will be an expense involved to purchase tools and materials/supplies because we don't currently do this kind of work. Mr. Coyle explained that this is an existing CSEA title that he believes is a Salary Grade 13. This would reactivate this title with an updated job description. Mr. Driscoll believes that this will be a large savings to the County in the long run.

Motion: Mr. DiPasquale moved and Mrs. Babbitt Henry seconded to refer the foregoing resolution to the Ways and Means CommitteeCarried.

Informational Item(s) Written Only

June updates:

- **Building #1 Auditorium Wing**
 - Stud wall installation 75% completed (County forces)
 - DWV to bathrooms completed/basement tie-ins left 80% completed (County forces)
 - Water lines installed 80% completed (county forces)
- **County Park**
 - Pavilion #3 roofed
 - New electric and water completed to pavilion
 - Lawn restoration completed from electrical and water installation
- **EOC Fire Tower:**
 - Work resumes on new interior wall installation (county forces)
- **Government Center/Millennium drive**
 - General yard work and damage repairs (county forces)
 - Harmony Day Care expansion completed (county forces/West fire, Roger Collins)

PROBATION – LYNNE MIGNEMI

Pre-approved Informational Item(s) To Be Reported

1. Firearms Follow up Discussion – Mrs. Mignemi updated the Committee on interviews done with her staff. All of her staff has indicated that they want to carry firearms. She followed up with CSEA President Robbie Ellis and Personnel Director Tish Lynn on the concerns brought up to her. It could be optional for current staff and mandated for new hires. Robbie Ellis felt that this was the way to self correct over time. Many counties carry at the discretion of the Probation Director. There was discussion on reservations of any specific employees. Mrs. Mignemi explained that she would not hesitate to take action if she had concerns on someone lack in performing their duties. There was discussion on training for carrying weapons. Mrs. Mignemi explained that current officers are trained to carry at the same level as a deputy. Mrs. Mignemi is the only person in her office that is not trained to carry a weapon. The Sheriff's Department has offered to provide the training and the annual recertification and re-qualification to the Probation officers. Mrs. Mignemi feels that she should be qualified like everyone else in her office. Violation of probation warrants are turned over to the original arresting agencies. There was discussion regarding support for Probation Officers carrying weapons. There was discussion regarding statements at the last Committee meeting that enforce the need to carry. If we have people in danger, we should support Probation officers carrying weapons. There was discussion of current staff that are willing to carry and should we mandate it immediately. There have been no incidents of deadly threat to date. Mrs. Babbitt Henry expressed her concerns regarding un-uniformed police staff carrying firearms. There was discussion about bringing weapons into the Government Center and where extra weapons would be housed. All of these issues have been discussed as far a policy is determined. There are thirty-three Probation departments currently carrying weapons in New York. They are a law enforcement agency. We already know that individuals on probation have been in trouble and may have criminal associates. Probation is now mandated to hold home visits within 45 days of an arrest. Mrs. Mignemi reviewed some instances where an

officer was unknowingly walking into an at risk situation. Every single person that the Probation Officers deals with is a convicted criminal. Mrs. Mignemi explained that risk assessments are done on every probationer, but that risk can change at any time. You can not say that a DWI probationer would never be a high risk offender. Mr. Gott stated that the statement that made the most impact on him was that a Probation Officer is the one person between the probationer and going back to jail. Mr. DiPasquale stated, "After 37 years of being a police officer, you never know what a person is going to do from one day to the next". Mrs. Mignemi knows that this is a very big issue and she knows, carefully and thoughtfully, what she is asking. She does not make this request lightly. Mr. Wadsworth explained that we have had a very large armed force for a long time that has not had the negative outcome that people are concerned about. We have an unarmed force that does very dangerous work with very dangerous people that have been unarmed without any negative outcome. He does not see a downside in supplying peace officers, who are trained properly, with weapons. If he is an unarmed Livingston County employee, he now needs to be protected too. We need to weigh the risks as we know them. Mrs. Babbitt stated that we need to be able to certify all staff that they are fit to carry firearms. All staff will need to have a psychological evaluation before carrying a firearm. Mr. Deming requested more information on the psychological testing. There was discussion on whether deputies are required to have this testing to carry a weapon and other control measures. There needs to be more information. There was also discussion on what to do if someone were not to pass the testing. There needs to be more information before any action is taken. There was discussion on what changed the Probation employees in wanting to carry a weapon. Mrs. Mignemi has been very clear with her staff that there is no pressure whatsoever to carry or not carry a weapon.

Informational Item(s) Written Only

1. PROBATION DEPARTMENT WORKLOAD

596 adult offenders supervised in county (29 treatment court cases being supervised in drug court)
 16 offenders in other NYS counties
 13 offenders in other states
 14 juveniles supervised
 21 new juvenile referrals
 23 investigations ordered
 17 active EHM cases (0 juvenile; 17 adults; 6 of which are female), 0-Global Positioning
 0 adult placed on probation for willful violation of support
 11 New Leandra's Law cases (6 CDs)

2. MONIES COLLECTED

\$ 2,618.36 – restitution
 5,269.00 – fines
 1,679.00 – fees
 120.64 – surcharge

3. MEETINGS ATTENDED

5/1/14	Law Day
5/6/14	Human Services Department Head Meeting
5/7/14	Caseload Explorer Admin. Remote Meeting
5/8/14	GVHP
5/9/14	Probation Fundamentals Graduation
5/12-13/14	Caseload Explorer Training
5/20/14	Law Enforcement Council
5/20/14	Meeting with IT Director
5/27/14	Age of Responsibility Presentation
5/28/14	Quarterly Meeting with Judge Wiggins

5/28/14	Treatment Court Graduation
5/28/14	Caseload Explorer LiveMeeting
5/29/14	Conference Call with Gary Govel
5/29/14	Caseload Explorer LiveMeeting
5/30/14	DCJS Conference Call with John Adams - Caseload
5/30/14	Caseload Explorer LiveMeeting
5/30/14	Meeting with Chief Deputy Jason Yasso

4. ADMINISTRATIVE REVIEWS

One (1) administrative review

5. TRAINING

Name	Date	Training	Hours	Misc.
Michelle Cassata	5/13/14	Caseload	7.0	
Kerrin Chapman	5/13/14	Caseload	7.0	
Doug Czyryca	5/13/14	Caseload	7.0	
Katie Dunn	5/8/14	Caseload Explorer Webinar	1.5	
	5/13/14	Caseload	7.0	
Liz Laney	5/7/14	Caseload Explorer	2.0	
	5/12-13/14	Caseload Explorer	14.0	
	5/28/14	Caseload Explorer	0.75	
Brian Lanpher	5/5-9/14	Fundamentals of Probation	40.0	
	5/13/14	Caseload Explorer	7.0	
Debra Mack	5/13/14	Caseload Explorer	7.0	
Matthew McKinney	5/9/14	Caseload Explorer Videos	1.0	
	5/13/14	Caseload Explorer	7.0	
Rachel Merrick	5/5-9/14	Fundamentals of Probation	40.0	
	5/13/14	Caseload Explorer	7.0	
Lynne Mignemi	5/7/14	Caseload Explorer	2.0	
	5/12-13/14	Caseload Explorer	14.0	
	5/28/14	Caseload Explorer	0.75	
Courtney Sobrado	5/7/14	Caseload Explorer Webinar	1.0	
	5/13/14	Caseload Explorer	7.0	
Jason Varno	5/7/14	Caseload Explorer	2.0	
	5/12-13/14	Caseload Explorer	14.0	

SOLID WASTE – CATHY VAN HORNE

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 PUBLIC WORKS: HOUSEHOLD HAZARDOUS WASTE COLLECTION CONTRACT – ENVIRONMENTAL ENTERPRISES, 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 Public Works, 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>
Environmental Enterprises Inc.	2014	\$29,575.00

4650 Spring Grove Ave

Cincinnati, Ohio 45232

For: GLOW Household hazardous waste collection.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>		
GLOW Region Solid Waste Committee	Annual contribution	Yes	X	No

Director's Comments:

Five proposals were reviewed by the GLOW Committee. EEI was the most responsive proposal to provide the service. The GLOW Committee recommended EEI by resolution in the May 2014 meeting. The collection event is in Livingston County this year in September. The event will also have a Pharmaceutical collection, assisted by the Livingston County Sheriffs Department. Covanta Niagara accepts the pharmaceuticals at no charge from the event. NYS Household Hazardous Waste State Assistance Grant also is providing funding for the event to GLOW.

Mrs. VanHorne introduced Peggy Grayson from GLOW. Ms. Grayson explained that we have worked with this company for 10 years. We have been having this event since 1996 and have had three different vendors. Environmental Enterprises has done an excellent job for us. All pricing has remained the same except mercury disposal which went up last year. We don't get the state grant until after the event. Genesee and Livingston County are the most, well attended. She plans to start taking appointments on July 21. There was discussion regarding the disposal of electronics.

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

WEST LAKE ROAD CONVEYANCE – DAVID MORRIS

AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN A QUIT CLAIM DEED AND RELATED DOCUMENTS TO TRANSFER A PARCEL ON WEST LAKE ROAD – O'ROURKE – TOWN OF GENESEO

WHEREAS, the State of New York has previously discontinued maintenance of certain portions of West Lake Road, and

WHEREAS, the Superintendent of Highways has determined that the following parcel of property is of no further use for highway purposes for the County of Livingston, and

WHEREAS, the Superintendent of Highways has recommended that the following parcel be abandoned to the adjoining landowner, now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is authorized to sign a quit claim deed and related documents to transfer the following parcel to the party listed upon payment to the County of Livingston of \$100.00 per transfer:

Thomas P. and Maureen R. O'Rourke

ALL THAT TRACT OR PARCEL OF LAND, situate in the Town of Genesee, County of Livingston, State of New York and being a portion of Discontinuance Parcel No. 6F as shown on Map Sheet 6 of 10, bounded and described as follows:

The following is set out to describe the true point of beginning:

Commencing at a point marked by an iron pin on the retention line and new highway boundary line of West

Lake Road, Scottsburg-Upper Lakeville, Part 2, S. H. No. 8397, N.Y.S. Route 256, said point being 71.65 feet easterly, measured at right angles from the baseline station 203+97.78; thence

- A) South 70° 30' 00" East for a distance of 12.89 feet to a point, said point being the true point of beginning thence
- 1) South 70° 30' 00" East for a distance of 22.51 feet to a point on the discontinuance line; thence
- 2) South 06° 54' 19" West and along the discontinuance line for a distance of 33.81 feet to a point on the southerly line of lands now or formerly of Thomas P. O'Rourke, Jr. & Maureen K. O'Rourke (Liber 774 of Deeds at page 48); thence
- 3) North 70° 30' 00" West and along the southerly line of lands of said O'Rourke for a distance of 24.49 feet to a point; thence
- 4) North 10° 11' 43" East for a distance of 33.44 feet to the point of beginning.

Containing: 0.018 acres

Subject to easements granted to the Conesus Lake County Sewer District in Liber 414 of Deeds at page 403 and Liber 413 of Deeds at page 403.

This conveyance is made and accepted subject to such other grants, easements, reservations, covenants, agreements, leases and restrictions of record in the Livingston County Clerk's Office, as may pertain to or affect the above described premises.

Being and intending to convey a portion of lands designated as Discontinuance Parcel 6F, Sheet 6 of 10, on a set of Discontinuance Maps by the New York State Department of Transportation dated April 11, 1990 and approved April 13, 1990. Said parcels are also part of an Official Order No. H2302 dated March 16, 1993 wherein the New York State Department of transportation released their jurisdiction of lands that were no longer needed for highway purposes by document entitled "Abandonment of Portions of Scottsburg – Upper Lakeville, Part 2, S.H. No. 8397, Towns of Conesus, Groveland and Geneseo, Livingston County".

Excepting and reserving to the County of Livingston a permanent easement for all existing water and sewer transmission lines. Said easements to be ten (10) feet in width centered on said transmission lines. Together with the right of access for repair, maintenance and replacement of said transmission lines.

Mr. Morris explained that this is a request from the O'Rourke's for the old abandoned right of way on West Lake Road. They had a map done and sent to the NYS DOT to review. The map was approved with a slight revision to make sure the property wasn't conveyed to them that an adjoining landowner used to access their property.

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

ADJOURNMENT

Mr. Gott moved and Mr. DiPasquale seconded to adjourn the committee meeting at 3:25 p.m.

PUBLIC DEFENDER – MARCEA TETAMORE

Informational Item(s) Written Only

1. Applications received YTD as of 6/23/14 p.m.: 825
2. Files opened YTD as of 6/23/14 p.m.: 468
3. Cases assigned YTD as of 6/23/14 p.m.: 154
4. Applications received between 5/27/14-6/23/14 p.m.: 137
5. Files opened between 5/27/14-6/23/14 p.m.: 52
6. Cases assigned to GVLA between 5/27/14-6/23/14 p.m.: 17
7. Applications pending as of 6/23/14: 65
8. Section 722-d money received as of 6/23/14 p.m.: \$1,298.50

Respectfully submitted,

Michele R. Rees
Clerk of the Board