

WAYS & MEANS COMMITTEE MEETING MINUTES
MONDAY, MARCH 23, 2015
1:30 P.M.

PRESENT: D. Pangrazio, D. Mahus, T. Baldwin, M. Schuster, D. Cosimano, E. Gott, D. LeFeber, P. Yendell, I. Coyle

PERSONNEL – TISH LYNN

Action Item(s) To Be Reported

1. **AMENDING THE 2015 DEPARTMENT HEAD SALARY SCHEDULE: PERSONNEL OFFICE RESOLVED**, that the 2015 Department Head Salary Schedule is amended as follows:

Personnel Office

- Create one full-time Deputy Personnel Officer position.

Ms. Lynn reviewed the increase in workload. Examples of “old” work increases are 39% increase in civil service transactions over the last 10 years, reviewing roughly 1,500 exam and position applications every year, processed 258 employees last year and all of those things take a lot of time. Every time they report a personnel change, it averages about 32 minutes so when you do 1,500 a year, just for the County, not including towns, villages and schools, it amounts to a lot of time and work. The biggest portion of increased new work has been benefit administration, which has increased 380% over the last 10 years. Most of that is from the Affordable Care Act, but moving to the self insured plan also created some additional work for her office. With the constant new legislation that impacts employment, they have also seen added complexity and compliance. With the advent of email requests have increased and it is very difficult to give a timely response with the current workload. She is very concerned with the effects with the volume of work that they have. You are going to see burnout, and maybe have already seen some in the turnover the last few years. She worries about quality of services as well. It very important that people get correct answers and things done on time. Much of what they do, just can’t wait. If someone has an employee problem, you can’t say you will get back to them next month, you have to deal with it right then. She is also seeing a complexity and difficulty increase, which is one of the reasons she requested the upgraded staff position creation. There is a lot of legal compliance conditions, 5 collective bargaining agreements and over 20 benefit packages, overlapping laws, contracts, county rules and processes. It is fairly complex and hard to keep straight. She is very concerned with the lack of backup for the her. When she is out of office there is nobody that can do what she does. She is also concerned, that if she is out of the office there is no one there that is prepared to take over or pick up the slack. She does not have any plans to leave anytime soon and she hopes the Board doesn’t have any plans for her, but things can happen unexpectedly and she is concerned with the lack of depth in the department. She thinks that the solution is what we have been working on upgrading the positions for the past year, but she thinks we really do need a second professional level position to assist with the workload and provide a higher level of service. She personally would like to have a little less work so she can provide better service to department heads and others. This is especially the case right now as we have had a lot of new department heads, which is great but like we all did when we started, they need help. She doesn’t have the time to give them the level of help that she would like, and she really needs to. Because of the level of work, she would like to see a salary range of \$65,000-\$75,000. Ms. Lynn explained that she would like the ability to recruit for this position from outside the county if necessary with the understanding that the y would relocate to the county. If there is a qualified in-county candidate, that is great, but based upon what she saw when were just recruiting for personnel clerk, we need to have an expanded field. This position would be a provisional hire. State Civil Service needs to approve placement of any title outside the competitive class. Over the years, even when requirements have been a little looser than they are now, they have always been very tight about personnel office positions and anything under personnel officer they won’t approve outside the competitive class. This position has been budgeted. Chairman Gott is in favor of this position. The quality of work that we get currently is second to none and he thinks the standard is set high and it needs to continue. In the event that Ms. Lynn is unavailable or leaves this person may be able to replace her. She would like the position filled by summer or early fall but they have to create an office first. There is no way they can squeeze another person into their office now.

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

REAL PROPERTY TAX SERVICES – JOE PUKOS

Action Item(s) To Be Reported

1. CORRECTING TAX ROLL – TOWN OF LEICESTER

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

WHEREAS, said parcel(s) were incorrectly assessed and/or taxed for reasons set forth in the application(s) for correction requested from the Director of Real Property Tax Services attached hereto,

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

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

Year, Municipality Owner(s) Parcel	Taxing Jurisdiction	Original Tax Bill	Corrected Tax Bill	Refund to Owner	Chargebacks to Taxing Jurisdictions
1. 2015 LEICESTER	Livingston County	\$78.49	\$0.00	\$0.00	\$78.49
State of New York (Transition Assessment)	Leicester Town Tax	<u>\$59.56</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$59.56</u>
	Total	<u>\$138.05</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$138.05</u>

Tax Map Number
333.-30-1

Mr. Pukos explained that this is a State of New York parcel and they tell us what they are going to pay.

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

Mr. Pukos reported that the assessors are working on the 2015 rolls. They have a couple more weeks to get the deeds all done up through March 1 done.

COUNTY TREASURER – IAN COYLE

Action Item(s) To Be Reported

1. AMENDING THE 2015 CAPITAL PROJECT ADOPTED BUDGET

RESOLVED, that the County Treasurer is authorized to reverse all budgeted items in the Capital Projects (H) Fund that were entered into the 2015 budget.

Mr. Coyle explained that we have the 2015 Capital budget, which is the H fund, we usually a budget line item that is \$500,000-\$900,000 and come to this committee and say where those projects are going to go. They had an error placing preexisting cash balances in those H fund accounts as budgeted accounts for 2015, so we need to reverse those now and will be coming to the committee in April to show where for funds will be going.

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

COUNTY ADMINISTRATOR – IAN COYLE

Action Item(s) To Be Reported

1. APPROVING ABSTRACT OF CLAIMS #3B – MARCH 25, 2015

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

2. AMENDING 2015 LIVINGSTON COUNTY BUDGET – DEPARTMENT OF HEALTH

RESOLVED, that the 2015 Department of Health budget be amended as follows:

Account	Dept.	Code	Description	Amount
Increase Revenue	A4082	3472	St. Aid Special Health	\$6,723.00
		4482	Federal	\$39,044.00
			TOTAL	\$45,767.00
Increase Appropriation	A4082	1950	Temp Services	\$13,900.00
		4060	Office Supplies	\$352.00
		4080	Professional Services	\$20,000.00
		4200	Print/Ads	\$10,154.00
		8100	FICA	1,063.00
		8400	Workers Comp	\$298.00
			TOTAL	\$45,767.00

The WIC area received some additional funding.

Motion: Mr. Baldwin moved and Mr. Schuster seconded to approve the foregoing resolution.. Carried.

3. AMENDING 2015 LIVINGSTON COUNTY BUDGET – SHERIFF’S OFFICE

RESOLVED, that the 2015 Sheriff’s Office budget be amended as follows:

Account	Dept.	Code	Description	Amount
Increase Revenue	A3110	2680	Ins. Recovery	\$1,360.13
	A3110.	2680	Ins. Recovery	\$1,337.85
			TOTAL	\$2,697.98
Increase Appropriation	A3110	4120	Motor Equip. Repair	\$2,697.98
			TOTAL	\$2,697.98

There was discussion on the listed accidents. There was a recent deer MVA that had very minor damage due to the cow catchers installed on the front of the vehicle.

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

4. AMENDING A PORTION OF RESOLUTION NO. 2015-92

RESOLVED, that Resolution No. 2015-92 is amended to change Susanne E. Davin’s appointment date to March 31, 2015.

Mr. Coyle explained that she needs to start before April 1 in order for her health insurance to begin on April 1.

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

Mr. Coyle explained that items 5 & 6 are linked together and are something that we have been working on for some time with Millennium Drive. The acreage around the old poor house that Greg O’Connell is seeking and also the negotiated sale piece that allows us, upon completion of the transaction, to actually get access to that property and start the road work. We have had a series of meetings, most recently last week with the Village and everything is moving along very smoothly there. We have met as far as what those steps look like with the Planning Board, the Village Mayor, DPW, Don Higgins, Angela Ellis and Ian Coyle. Ideally if everything moves along as planned, we are hoping to have a fall completion of the road, it is on Don Higgins’s project schedule.

5. DECLARING SURPLUS REAL PROPERTY IN THE VILLAGE OF GENESEO

WHEREAS, the County of Livingston owns land on Route 20A in the Village of Geneseo, only a portion of which is used by Livingston County; and

WHEREAS, approximately 3 acres of vacant land on Millennium Drive, contiguous with property owned by Kings Harbor View Associates, LLC (Tax map no. 81-10-1-4), are not needed by the County of Livingston; now therefore be it

RESOLVED, that the Livingston County Board of Supervisors determines that approximately 3 acres of vacant land owned by the County of Livingston located on Millennium Drive, contiguous with property owned by Kings Harbor View Associates, LLC (Tax map no. 81-10-1-4), are no longer necessary for public use and are declared surplus.

Motion: Mr. Schuster moved and Mr. Mahus seconded to approve the foregoing resolution.... Carried.

6. PROVIDING FOR PUBLIC HEARING ON PROPOSED LOCAL LAW NO. B - 2015 COUNTY OF LIVINGSTON A LOCAL LAW AUTHORIZING THE COUNTY OF LIVINGSTON TO CONVEY APPROXIMATELY 3 ACRES OF VACANT LAND ON MILLENNIUM DRIVE TO KINGS HARBOR VIEW ASSOCIATES, LLC

WHEREAS, there has been duly presented and introduced at a meeting of this Board, held on March 25, 2015, a proposed Local Law entitled Local Law No. B – 2015 A Local Law Authorizing the County of Livingston to Convey Approximately 3 Acres of Vacant Land on Millennium Drive to Kings Harbor View Associates, LLC, now therefore be it

RESOLVED, that a public hearing shall be held on the said proposed Local Law by this Board on the 8th day of April, 2015 at 1:35 p.m. in the Board of Supervisors Assembly Room in the Livingston County Government Center in the Village of Geneseo, New York and at least six (6) days notice shall be given by posting thereof on the bulletin board of the Government Center in this County and by publishing such notice at least one (1) time in the official newspapers of the County as provided by law.

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

7. ESTABLISHING AN ACCOUNT - PLANNING DEPARTMENT

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

Account	Dept.	Code	Description	Amount
Establish Revenue	A3660	3395	NYS Homeland Defense Grant	\$169,874.00
Establish Appropriation	A3660	1000	Personal Services	\$169,874.00

This is for a new grant from Homeland Security that is actually a direct offset to 911 service expenses. It was in the budget but they requested that we move it out of the dispatch 911 account and into its own account for grant reporting purposes.

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

8. DECLARING SURPLUS PROPERTY – HIGHWAY DEPARTMENT

WHEREAS, the County of Livingston owns surplus personal property that is no longer necessary for public use, now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby declares the following item(s) as surplus property to be disposed of as determined by the County Administrator:

(Highway Department)

Quantity	Item	Model	Serial /VIN
1	1987 Pucket Brothers Grader	510D WEC	PBG871554
1	1991 Ford Tri-Axle Dump Truck	LTS9000	1FDZU90R6MVA36200

These items are no longer necessary according to Don Higgins and as in years past these will be offered to towns before proceeding. Mr. Higgins has an estimated value and he will coordinate distribution to the towns.

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

Pre-approved Informational Item(s) To Be Reported

1. SOLAR CITY FOLLOW UP-There was discussion on how the Committee felt proceeding with this project. David Morris and other county attorneys have expressed concern on whether there is negotiation there on the period of time. When Mr. Mahus questioned this during the presentation, Mr. Leary did say yes. Other county attorneys have said, on negotiation on that period of time, has been nil. A lot can change in twenty years. The immediate savings/ROI looks okay. There are 20 some counties that have proceeded with this. It is available under the MEGA RFP and is something we can piggyback on. We are already connected to MEGA. The committee felt that we should proceed on the project and determine what the financial picture looks like. Mr. LeFeber reported that Avon is reopening this issue. There is concern about using tax payer money fund it to save taxpayer money. The Committee felt that we need to know more about what the payback would be. Mr. Coyle will do some more research on the numbers and see how negotiation friendly they are.
2. SEARCH CONSULTANT UPDATE-While the Committee already approved Mr. Coyle to proceed, he would like to ask for a board action for a contract resolution this Wednesday. There was discussion on the IT world and getting assistance from the consultant firm for someone with IT experience in the interim. There was also discussion about any flexibility with the residency requirement. There was discussion on the salary and benefit package.
3. A request from the Pioneer Library System to participate in the government efficiency plan. They have four municipal libraries that have to comply with the plan and their tax levy totals up to \$306,000 so 1% is \$3,066. He is not sure if they can individually meet this. There was discussion on these libraries participating with us. There is a webinar from the state tomorrow that will hopefully answer our questions. We have not made overtures to any other taxing entities.
4. We are recognizing Kaaren Smith at the Board meeting Wednesday.
5. We have the legal RFP that was due Friday. David Lippitt, our labor counsel is retiring this summer. We have five firms that have expressed interest. There was discussion on hiring a county labor attorney and using them as a billable service/shared service with the towns, someone to specialize in labor and negotiation issues. There was discussion on all of the labor issues where an in house labor attorney could be of use. There was discussion on what other towns/schools currently use David Lippitt. Mr. Coyle explained that a high number spent is approximately \$50,000/year when all three unions were in negotiations.
6. We are getting ready to kick off the dependent eligibility audit. There will be a time for people to self report.
7. Mr. Coyle explained that we are looking at workers compensation and alternative ways to fund it.

ADJOURNMENT

Chairman Gott moved and Mr. Schuster seconded to adjourn the meeting at 2:05 p.m.

Respectfully submitted,

Michele R. Rees
Clerk of the Board