

**WAYS & MEANS COMMITTEE MEETING MINUTES  
MONDAY, APRIL 27, 2015  
1:30 P.M.**

PRESENT: D. Pangrazio, D. Mahus, T. Baldwin, M. Schuster, E. Gott, D. LeFeber, I. Coyle, J. Butler-CalMum student

ABSENT: D. Cosimano,

**COUNTY ADMINISTRATOR – IAN COYLE**

**Action Item(s) To Be Reported**

**1. AMENDING 2015 LIVINGSTON COUNTY BUDGET – PROBATION, SHERIFF’S OFFICE**

RESOLVED, that the 2015 Probation budget be amended as follows:

Account	Dept.	Code	Description	Amount
Increase Revenue	A3140	3089	State Aid - Other	\$7,500.00
Increase Appropriation	A3140	4010	Confidential Expense	\$7,500.00

And be it further,

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

Account	Dept.	Code	Description	Amount
Increase Revenue	A3110	2705	Donations	\$250.00
Increase Appropriation	A3110	2400	LE Equipment	\$250.00

Mr. Coyle reviewed the budget amendments and explained that we are now combining the resolutions to streamlining

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

**2. AUTHORIZING CONTRACT EXTENSION FOR GRANT WRITING SERVICES – THOMA DEVELOPMENT CONSULTANTS**

WHEREAS, the Thoma Development Consultants contract for grant writing services with Livingston County expired on August 31, 2014, and

WHEREAS, the County of Livingston would like to extend the current contract until December 31, 2015, now, therefore, be it

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Thoma Development Consultants 34 Tompkins Street Cortland, NY 13045 For: Grant Writing Services	9/1/14 – 12/31/15	Hourly rate per contract

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

**Director’s Comments:**

Mr. Coyle is requesting that this be extended out to the end of 2015 to evaluate whether to do an RFP or alternative methods of doing the same service. He would also like to canvass towns and villages one more time. There was discussion on continuing the present outsourced arrangement, have Thoma continue to provide the service or determine whether we want to position this service differently.

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

3. **AMENDING RESOLUTION NO. 2006-170**

WHEREAS, Resolution No. 2006-170 establishes holiday pay for Advanced Life Support Technicians, and WHEREAS, holiday pay for Emergency Medical Technicians also needs to be established, now therefore be it

RESOLVED, that compensation as described herein will be provided to both Advanced Life Support Technicians and Emergency Medical Technicians for working on designated holidays:

**Rate of Compensation:** In the event an Advanced Life Support Technician or an Emergency Medical Technician works the majority of his/her scheduled shift on one of the holidays set forth below, the employee shall receive 1 1/2 times his/her regular hourly rate for the number of hours worked on the holiday shift. If the employee is working overtime as defined by the Fair Labor Standards Act, the employee will be paid two times his/her regular hourly rate for the number of hours of overtime worked on the holiday shift. It is understood that this holiday pay will be provided for shifts worked primarily on the actual holiday regardless of when other County employees celebrate such holiday.

**Designated Holidays:** The following is a list of designated holidays:

- |                  |               |
|------------------|---------------|
| New Year's Day   | Labor Day     |
| Easter Day       | Thanksgiving  |
| Memorial Day     | Christmas Day |
| Independence Day |               |

Mr. Coyle explained that this was not covered when we originally did this for the ALS.

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

4. **APPOINTING INFORMATION & TECHNOLOGY SERVICES DIRECTOR**

Mr. Coyle distributed information on his recommendation for this position. Mr. Coyle reviewed the process we used outsourcing this position for candidates and explained the interviews held. Mr. Coyle reviewed Mr. Koppenhaver's qualifications and reported that that committee was very pleased with this candidate. There is a five day lag between Dale's retirement and the start date for Mr. Koppenhaver. The recommended salary is \$95,000 and a new department head benefit package. There was discussion on the need for cross training throughout the department. Mr. Koppenhaver will be able to spend time with Dale Nieswiadomy. May 18 is his start date.

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

5. **ADOPTION OF REVISED MODEL REGULATIONS FOR FREEDOM OF INFORMATION**

Mr. Coyle reviewed some minor changes to the law and explained that we want to update our regulations. For example, he would like to codify the appeals process with the County Administrator as the Records Access Officer and the Chairman of the Board is the appeals officer.

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

**Pre-approved Informational Item(s) To Be Reported**

1. CAPITAL PROJECT UPDATE – The auditors are in today for the external audit. The transfer resolutions will be done at the last meeting in May.
2. GOVERNMENT EFFICIENCY PLAN UPDATE - We have received the sample information from the state. There was discussion on whether the libraries will be participating with us. The Village of Nunda will not be participating with us.
3. ORPS UPDATE - Mr. Coyle explained that we did have a very good candidate interview and we also had an internal candidate that we needed to have the state review his eligibility. He did not have enough years of service. The one candidate has experience with two towns in the Hudson Valley area. The application has been sent to the state for approval.
4. Mr. Coyle reported on the pictometry demonstration he and Chairman Gott attended. He has had second thoughts about the potential use for this program. We have had a proposal for this for Livingston County. While he is not asking for any action at this time, he wants the committee to think about it. There were discussions in the past on potential invasion of privacy issues. There was discussion of all of the other counties using pictometry. There was discussion on any chargebacks to the towns. Some of

the costs may be offset by the 911/interoperability grants as a chargeable expense. Real Property and Planning both feel that they can continue to use their existing resources. The Sheriff feels that they have a use for it from a dispatch perspective. Highway or OEM could use this for flooding or other emergency situations. This might also be a great tool with the shortage of assessors. You can have as many users as you want. The county can also allow for public access.

**ADJOURNMENT**

Mr. Gott moved and Mr. Schuster seconded to adjourn the meeting at 1:59 p.m.

Respectfully submitted,

Michele R. Rees  
Clerk of the Board