

**WAYS & MEANS COMMITTEE MEETING MINUTES**  
**MONDAY, JUNE 8, 2015**  
**1:30 P.M.**

PRESENT: D. Pangrazio, D. Mahus, M. Schuster, D. Cosimano, E. Gott, D. LeFeber, B. Donohue, C. DiPasquale, D. Knapp, I. Coyle

PRESENT AFTER MEETING CALLED TO ORDER: T. Baldwin

**PICTOMETRY PRESENTATION – SCOTT HILL**

Mr. Hill gave a brief history for Pictometry and explained that they now file 1,300 counties across the United States. Counties are really their niche. There is a lot of functionality that can be used by their product. They currently have 78 aircrafts to fly right now and they are upgrading that to 92 for this next season. Many of Livingston County’s neighboring counties have contracts with Pictometry. Mr. Hill reviewed the online web based interface to the imagery provided by Pictometry and all of the tools available for the program. Every pixel represents three inches of ground space. He is here today to encourage Livingston County to purchase this a flight of high resolution imagery for the County for use by the County, towns and villages. Pictometry now has 89-90% of the country covered. Assessors are their biggest users. Mr. Hill reviewed various situations where Pictometry would be beneficial to the County. Monroe County has Pictometry in most of their police vehicles. Pictometry can be used by fire departments to determine their plan of action before arriving on scene.

**COUNTY TREASURER – AMY MANN**

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

1. FORECLOSURE UPDATE - Ms. Mann updated the committee on the taxes paid to date. The unpaid taxes are down to 99 parcels. Ms. Mann asked the Supervisors to look at any parcels within their town and contact those homeowners still listed. It is very difficult getting telephone numbers. Many residents no long have landlines. They email Laura Hair daily now with people paying and she is in weekly contact with Richard Evans on any problems or bankruptcy filings to date. The last day to pay is June 15 at 4:00 p.m. and the tax sale auction will be Thursday, July 23 at 6:00 p.m. at Hampton Corners.

**PERSONNEL ISSUES**

**1. CENTER FOR NURSING AND REHABILITATION – FRANK BASSETT  
REQUESTING PERMISSION TO CREATE AND FILL A FULL TIME ACCOUNT CLERK POSITION  
REFERRED FROM THE HUMAN SERVICES COMMITTEE**

**Director’s Comments:**

The Fiscal Department faces a significant increase in billing and other A/R related activities starting July 1, 2015 due to Medicaid Managed Long Term Care. The Purchasing Coordinator position has been vacant since February and tasks associated with the role have been/are being reassigned. The needs of the CNR are best met by adding a full time Account Clerk position to the Fiscal Department to perform clerical functions to improve the efficiency and timeliness of billing activities, A/P, etc. Director Bassett requests deletion of the vacant Purchasing Coordinator position effective June 10, 2015. As well, the Account Clerk can perform the function of soliciting quotes from vendors when capital purchasing activities are required and/or performing recurring purchasing activities. Annual cost savings associated with this restructuring is projected to be \$33,486.00.

Mr. Bassett reviewed the position changes requested for the CNR fiscal office. The purchasing coordinator has been vacant since early February. The role and duties of that position have been reviewed during this time. The recommendation to the Human Services Committee is to delete the purchasing coordinator position and create a full time account clerk position. The new position is a salary grade 7, 35 hour week. This fiscal impact is a savings of approximately \$33,000.

*Motion: Mr. Schuster moved and Mr. Baldwin seconded to delete the purchasing coordinator position and create one full time account clerk position ..... Carried.*

Mr. Bassett reported that the nursing home has been full. They have a waiting list, even for rehab. Their next discharge is not until Wednesday and that bed is already taken. Supervisors can call him if they have constituents calling them.

**SHERIFF – UNDERSHERIFF BEAN, CHIEF DEPUTY BURGESS**

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

**AUTHORIZING PURCHASE OF VEHICLES FOR THE LIVINGSTON COUNTY SHERIFF’S OFFICE – WEBSTER FORD, INC. D/B/A HENDERSON FORD**

RESOLVED, that the Livingston County Board of Supervisors hereby authorizes the purchase of the following vehicles from Webster Ford, Inc., d/b/a Henderson Ford:

- a) Four (4) 2016 Ford Interceptor Utility Vehicles at a cost of \$26,377.00 each under OGS minibid #15050066;
- b) One (1) 2016 Ford Interceptor Utility Vehicle at a cost of \$27,598.65 under OGS minibid #15050066;
- c) One (1) 2015 Ford Sedan Police Interceptor at a cost of \$25,285.88 under NYS Contract #PC66390; and
- d) One (1) 2015 Ford Sedan Police Interceptor at a cost of \$26,353.08 under NYS Contract # PC66390.

|                           |               |
|---------------------------|---------------|
| <u>Contractor</u>         | <u>Amount</u> |
| <b>Webster Ford, Inc.</b> | \$184,745.61  |

**d/b/a Henderson Ford**

810 Ridge Road  
Webster, NY 14580

For: Purchase of (5) 2016 Ford Interceptor Utility Vehicles and (2) 2015 Ford Interceptor Sedans. Not to exceed the amount indicated.

Chief Deputy Burgess explained that state has stopped doing state bids for fleet vehicles. We did not know they were going to stop. They have created a system called the vehicle marketplace where they accept mini bids. He gives the bid specs to Lisa Grosse, she gives them to the State and the state then puts them out to dealers. We originally planned to go through the state bid process and then put out our own competitive bid to buy the cheapest vehicle. A mini bid was submitted and just came back last Thursday. The utility interceptor came in \$3,000 less per vehicle than we paid last year. Chief Deputy Burgess explained that, when the vehicle purchases were originally presented to Public Services last February their requested was for (6) Ford utility interceptors and (1) police interceptor sedan. They have adjusted their request slightly to try and get the most longevity possible from their vehicles. It is very difficult to determine, months in advance, what will be needed down the road. There are still many problems with the Impalas. For the purposed of today’s meeting, they would now like to buy (4) interceptor utilities and (2) sedans. One of the STOP units has been having problems. They have spent \$7,500 in the last sixteen months. He has contacted Mr. Coyle to get rid of this vehicle as soon as possible.

- 1. \$26,377 each – 4 White Ford Utility Interceptors for road patrol - They plan to purchase the vehicles and bring them into the fleet as needed. As they identify a significant mechanical problem with a vehicle, he will request permission to surplus the vehicle from the County Administrator.
- 2. \$27,403 each – 1 Unmarked vehicle for the Undersheriff will have carpeting, updated wheels and keyless entry.
- 3. \$25,285.88 each – 1 sedan STOP DWI vehicle
- 4. \$26,353.08 each – 1 sedan for Investigators

Mr. Pangrazio confirmed that the total cost is \$184,549.96.

Mr. Coyle reviewed the mini bid process and explained that this is the first time that the County has had an opportunity to use it. It represents an opportunity for dealers to get rid of some excess inventory, in a fairly efficient manner; they may still have on the lot for bulk purchases coming up. He feels that this is why we received a local bidder. Henderson Ford is a reputable outfit and with a \$3,000 difference from our last bid, which was a relatively short time ago. The sedans were available because Henderson still has the state bid.

*Motion: Mr. Gott 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 #6A – JUNE 10, 2015**

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

**2. AMENDING 2015 LIVINGSTON COUNTY BUDGET - SHERIFF**

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

| Account                | Dept. | Code | Description            | Amount     |
|------------------------|-------|------|------------------------|------------|
| Increase Revenue       | A3110 | 2680 | Insurance Recovery     | \$1,000.00 |
| Increase Appropriation | A3110 | 4120 | Motor Equipment Repair | \$1,000.00 |

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

*Motion: Mr. Mahus moved and Mr. Schuster seconded to change the agenda order moving Item #3 Adopting Revisions To The Livingston County Purchasing Policy and Item #1 Grants Position Update to the end of the meeting resolution..... Carried.*

**4. APPOINTING OFFICE FOR THE AGING DIRECTOR – SUSANNE E. DAVIN**

RESOLVED, that the 2015 Department Head Salary Schedule is amended as follows:

Appoint Susanne E. Davin of 62 Commercial Street, Livonia, New York 14487 to the position of full-time Office for the Aging Director at an annual salary of \$70,000.00 effective March 31, 2015.

Mr. Coyle explained that this is just to trigger another oath of office.

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

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

- GRANTS POSITION UPDATE MOVED TO END OF MEETING
- GOVERNMENT EFFICIENCY PLAN FILING-The plan was filed on time. It represented about \$6MM in government efficiencies over the three years that we had to supply. \$1.8MM, \$1.9MM and a little over \$2MM for the three successive years. It was \$3.5MM over what was required of the participating entities.
- MEDICAL EXAMINER CONTRACT- Mr. Coyle we have a contract for the board meeting Wednesday that went through Human Services last week. The contract details the amount of autopsies under the base level of the contract that they will do and then any autopsy request after that baseline number that will be an additional charge to the county. The state is no longer aiding a portion of this like they used to through public health. The Medical Examiner for Monroe County has contacted Jennifer Rodriguez about meeting with our county coroners on what should really drive an autopsy there and what could be done differently or locally. That will be a cost savings to us and they certainly have enough already without unnecessary cases coming to them. It is good that this request is coming from the medical examiner not like we are trying to shave dollars off. We are working on setting up a meeting.
- JAIL BONDS - Mr. Coyle explained that he has done some very conservative forecasts on our ability to collect some revenue out of the jail coupled with our reserve that we established to sock some money away, coupled with how much money we have left to pay down on that debt. It is ~\$16M in outstanding debt slated for 2024. He believes conservatively, that we will be able to shave off four years in debt payments and the corresponding interest thereof.
- LCSO AND NYSRS-We finally received the forms from the state last week to rectify these employees in the different plans. A request will need to be made for an actuarial estimate again. That request was sent in last week. It will not happen in this legislative session.
- WORKERS COMPENSATION UPDATE – We are continuing to work on that. We use Pomco for our TPA (third party administrator). This contract expires at the end of the year. He is working on the best way to assess and fund the comp pool. Do we want to open up the local law to include fire and ambulance corps

that have paid employees.

**EXECUTIVE SESSION**

Motion made by Mr. LeFeber and seconded by Mr. Mahus that the Board adjourn and reconvene and All Supervisors and County Administrator Ian M. Coyle remain present. Carried.

Mr. Schuster moved and Mr. Gott seconded that the Committee reconvened in regular session. The following report was presented.

No action taken.

**ADOPTING REVISIONS TO THE LIVINGSTON COUNTY PURCHASING POLICY**

WHEREAS, pursuant to section 104-b of the General Municipal Law, the Board of Supervisors is required to review its purchasing policy on an annual basis; and

WHEREAS, that review has been completed and certain revisions have been recommended; and

WHEREAS, the Ways and Means Committee has reviewed these recommendations and has approved incorporating those revisions into the Livingston County Purchasing Policy; now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby adopts the attached Livingston County Purchasing Policy, effective July 1, 2015, said policy to supersede the existing purchasing policy.

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

**GRANTS POSITION UPDATE**

PICTOMETRY UPDATE: Mr. Coyle reviewed the presentation at the Sheriff's Office and explained that the interview committee for the Real Property Tax Director was also questioned on whether Livingston County used pictometry. He spoke with D. Nieswiadomy and Angela Ellis and they did not feel a need for pictometry. Some supervisors questioned their assessors and they did not feel that the cost was worth it. There was discussion on all of the additional costs involved. If the benefit to one department is strong and a purchase is made, pictometry could then be used by other departments.

The Real Property Tax Director appointment approved at an earlier Ways and Means Committee meeting will be on agenda this Wednesday.

**ADJOURNMENT**

Mr. Gott moved and Mr. LeFeber seconded to adjourn the meeting at 2:41 p.m.

Respectfully submitted,

Michele R. Rees  
Clerk of the Board