

WAYS & MEANS COMMITTEE MEETING MINUTES
MONDAY, JULY 14, 2014
1:30 P.M.

PRESENT: D. Pangrazio, T. Baldwin, G. Levey, D. Mahus, E. Gott, D. LeFeber, D. Knapp, W. Wadsworth, P. Yendell, I. Coyle, B. Beagle-LC News

ABSENT: M. Schuster

PERSONNEL – TISH LYNN

1. DEPARTMENT OF HEALTH/MENTAL HEALTH – JENNIFER RODRIGUEZ

- **AMENDING THE 2014 HOURLY SALARY SCHEDULE: DEPARTMENT OF HEALTH**
RESOLVED, that the Salary Schedule is amended as follows:
Delete one Public Health Technician

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

- **AMENDING THE 2014 HOURLY SALARY SCHEDULE: DEPARTMENT OF MENTAL HEALTH**
RESOLVED, that the Salary Schedule is amended as follows:
Delete one Mental Health Clinical Therapist

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

Create and fill one Full-time Mental Health Supervisor

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

Ms. Rodriguez noted that the deletions are to keep titles within their current framework and allow for more leverage with qualifications and scope of patients they can see. There is no displacement of personnel as they are vacant positions. The Mental Health Supervisor is to work in the capacity of seeing patients, doing intakes, as well as, day to day supervision of all care managers and clinicians in the Mental Health Clinic. This would be a Grade 19 entry level position at \$28.32/hour. Ms. Rodriguez passed out an organizational chart outlining the changes and restructuring. Mental Health will now be another center as is Environmental Health, Administration and Patient Services. Most supervisors have 10-12 employees. Right now there is a gap in that at Mental Health, which will be addressed in the next appointment.

- **APPOINTMENT OF DIRECTOR OF COMMUNITY MENTAL HEALTH SERVICES – MICHELE ANUSZKIEWICZ**

WHEREAS, the office of Mental Health Director became vacant on January 15, 2014; and

WHEREAS, the County Administrator has recommended the combining of the Department of Health and Mental Health under one department as Public Health; and

WHEREAS, the County must have a Director of Community Services of record on location; and

WHEREAS, the Public Health Director and the County Administrator both recommend the appoint of Michele Anuskiewicz; and

WHEREAS, the Ways and Means Committee has reviewed the recommendation of the Public Health Director and the County Administrator, concurs with it, and likewise recommends to the Board of Supervisors said appointment; and

WHEREAS, the Board of Supervisors wishes to make an appointment consistent with these recommendations; now, therefore, be it

RESOLVED, that the 2014 Department Head Salary Schedule is amended as follows:

Department of Mental Health

Appoint Michele Anuskiewicz of 236 Belknap Street, Rochester, New York to the position of full-time Director of Community Services effective July 27, 2014, at an annual salary of \$64,000.00.

Ms. Rodriguez referred to the distributed organizational chart stating that Ms. Anuskiewicz would serve as center director on a day to day basis. Ms. Rodriguez would still continue to report to the Board of Health and Community Services Board. For the IOCC, Ms. Anuskiewicz could act in the capacity of doing Safe Act reporting as a mandated reporter and attend DCS meetings. Mr. Coyle noted that this is also a part of the departments both assimilating with Ms. Rodriguez acting as director of both. This will maximize cost efficiency. Not consolidation, but collaboration. The estimated cost savings would be \$112,000 including fringe.

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

2. CENTRAL SERVICES – JOHN DRISCOLL

- **AMENDING THE HOURLY EMPLOYEE SALARY SCHEDULE – CENTRAL SERVICES RESOLVED**, that the 2014 Hourly Employee Salary Schedule is amended as follows:

Central Services

Create one full time HVAC Systems Supervisor (Listed as Heating Systems Foreperson on CBA)

Mr. Driscoll passed out an overview of the HVAC budget for the year. The handout shows what is spent on quarterly inspections and emergency services. He is proposing that they create a position to address the needs that we currently have to go to outside vendors for. This would be about \$215,000 that is spent and does not include any PM work. Mr. Driscoll would like to see this work done in-house for a substantial savings and for better service in maintenance. Monthly maintenance will help make units last much longer as well. This person would be a Grade 13 at \$18.83 per hour.

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

COUNTY ADMINISTRATOR – IAN COYLE

Action Item(s) To Be Reported

1. **APPROVING ABSTRACT 7B – JULY 23, 2014** – The Abstract will be mailed out in the Board Packet.

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

2. AUTHORIZING TRANSFERS – COUNTY HISTORIAN, DEPARTMENT OF HEALTH

The County Historian transfer is for donations and grant money received for the publication of the Blue Devils in Vietnam Book. The Department of Health transfer is within the federally funded WIC program (no local share).

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

3. AMENDING 2014 LIVINGSTON COUNTY BUDGET - SHERIFF

RESOLVED, that the 2014 Sheriff’s Department budget be amended as follows:

Account	Dept.	Code	Description	Amount
Increase Revenue	A3110	2705	Donations	\$100.00
Increase Appropriation	A3110	4540	Law Enforcement Supplies	\$100.00

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

3. AMENDING 2014 LIVINGSTON COUNTY BUDGET – WORKFORCE DEVELOPMENT

RESOLVED, that the 2014 Workforce Development Department budget be amended as follows:

Account	Dept.	Code	Description	Amount
Increase Revenue	A7316	4790	Federal Aid	\$12,311.00
			TOTAL	\$12,311.00
Increase Appropriation	A7316	1000	Personal Services	\$6,000.00
	A7316	1950	Temp Services	\$4,311.00
	A7316	4045	MLR	\$500.00
	A7316	4060	Supplies	\$1,000.00
	A7316	4076	Copies	\$500.00
			TOTAL	\$12,311.00

And,

Account	Dept.	Code	Description	Amount
Increase Revenue	J6292	4790	Federal Aid	\$90,000.00
Increase Appropriation	J6292	4190	Contracts	\$90,000.00

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

4. PROVIDING FOR PUBLIC HEARING ON PROPOSED LOCAL LAW NO. B – 2014 THE LIVINGSTON COUNTY HOTEL AND MOTEL ROOM OCCUPANCY TAX LAW

WHEREAS, there has been duly presented and introduced at a meeting of this Board, held on July 23, 2014, a proposed Local Law entitled Local Law No. B – 2014 The Livingston County Hotel and Motel Room Occupancy Tax Law, it is hereby

RESOLVED, that a public hearing shall be held on the said proposed Local Law by this Board on the 13th day of August, 2014 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.

This is 3% charge that has been in place for a number of years. Required to renew every three years. No recommended change to the percentage.

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

5. AUTHORIZING CHAIRMAN OF THE BOARD TO SIGN A LAND USE AGREEMENT WITH US DEPARTMENT OF VETERANS AFFAIRS ON BEHALF OF THE CANANDAIGUA VA MEDICAL CENTER

This is for operation of the Mobil Health Clinic at the Highway Department. Operate roughly from 10am-3:00pm for Veterans that cannot otherwise easily get to other locations.

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

Pre-approved Informational Item(s) To Be Reported

1. Budget 2015 Update - The budget memo was sent to all Department Heads and elected officials to kick-off the 2015 budget process. Budgets were to be returned by August 1st and meetings will be set up throughout the month of August to review them and see how things look. Retirement will go down slightly. Commission on Corrections has done some preliminary staffing reviews and it looks as though there will be more new hires. We will need to adhere to their recommendations. While there is some potential give and take, there will be new hires. We had a reserve to pay down debt early, but we may need to revisit that based upon staffing needs.

Sales tax adjustments - We were tracking down about \$300,000, but now we are up 20%. Mr. Coyle passed out a one year look back for comparison. The budget seems fine, but we need a positive 3rd quarter, which is typically our largest quarter. Also, if the summer is robust, we should see it in the 4th quarter.

Mr. Coyle does not expect much State or Federal aid impacts in 2015. Health insurance has seen some stabilization. We will review our self-insured expense. Tax cap is 3.6% so we could potentially go up and still be compliant. Assessment increase was less than expected – around 2%.

2. Letter from the Village of Livonia (Mr. Pangrazio) - Mr. Coyle reported that we had received correspondence from the Village of Livonia Mayor explaining their position on a foreclosed property. The Mayor indicated that they would pay no more than closing costs to secure the property. Mr. Pangrazio stated that he had a conversation with the County Attorney and determined the Committee's position. The Towns of Nunda, Livonia and Lima all purchased property and each paid a substantial amount. Therefore, the Village must also pay for the property. The committee has always been consistent and must continue to be consistent. Mr. Gott spoke with Mr. Coyle and then spoke with the Mayor. The property has 14 years of back taxes. Mr. Gott indicated that he and the Mayor shook hands on a price of \$15,000. He immediately called Mr. Coyle and Mr. Morris and they let Mr. Pangrazio know that \$15,000 was what they were willing to pay. The next day, they had a change of heart. We have set a precedent, we have never given property away and there are other individuals interested in this property. It was agreed that, while they tried in good faith to make a deal, the property should go to the auction. One property was removed from auction as they had filed for bankruptcy – Vincenzo's Pizzeria on Route 20A in Livonia.

3. Other Updates – Audit updates – Freed Maxick – Deferred Compensation Audit. Everything checked out – there were no weaknesses and no findings. The plans as a whole at the end of 2013 had \$17.3 M M in assets. We have a conservative group of participants for the most part. Mr. Coyle also stated that there was an entire County Audit RFP to which they had four responses – Bonadio, Freed Maxick, EFP Rotenberg/Toski and Ray Wager. They will be meeting as a committee on August 4 to do interviews with all four firms. The pricing was competitive.

Mr. Levey asked if there would be a resolution for the three-sided highway building soon. Mr. Coyle responded that it would be presented to the committee at the July 23rd Board Meeting. The bid results spreadsheet will be forwarded to the full board well in advance of the meeting. It is a Capital Project.

ADJOURNMENT

Mr. Gott moved and Mr. Levey seconded for the Committee meeting to be adjourned at 2:04 p.m.

Respectfully submitted,

Melissa S. Savino
Secretary to the County Administrator