

**February 17, 2022**

The regular meeting of the Ontario County Board of Supervisors was called to order at 6:30 p.m. via WebEx on ontariocountyny.webex.com and at 74 Ontario Street, Canandaigua, NY 14424, with Chairman John (Jack) Marren presiding.

The Pledge of Allegiance was led by Supervisor Richard Russell, City of Canandaigua.

Upon roll call, members of the Board were present with Supervisor Louis Guard via WebEx. Supervisors Frederick Lightfoote and Daryl Marshall were declared necessarily absent. The City of Geneva (Wards 5&6) seat is currently vacant.

Minutes of the preceding session was approved without being read by motion of Supervisor Mark Venuti, seconded by Supervisor Daniel Marshall; motion carried.

Public Health Director Mary Beer reported the numbers related to Covid noting the numbers are coming down slowly and steadily based on the seven-day average. She said most of the cases are mild cases, but they still have had two more deaths this week. She noted they have not seen a lot of flu this year and they have had no childhood flu deaths.

County Administrator Chris DeBolt gave an update regarding County operations noting the county lifted the mask requirement policy after the announcement of the Governor last week, they are now optional. They held 3 large scale test kit distribution events and are working with all their partners and have gotten out a large number of kits out. The Economic Developer Search Committee is well along their way, they have one more interview. The Deputy County Administrator Search Committee have a lot of applicants and will be meeting the first week of March to select the applicants to be interviewed.

Chairman Marren granted privilege of the floor to Supervisor Norman Teed for Ms. Bethany Shoemaker, resident of the Town of Phelps.

Ms. Shoemaker stated the following:

“This is what I hear you say, I hear you saying that in the face of dangerous or extraordinary circumstances, you can take it upon yourselves to make my access to human rights contingent upon meeting your conditional requirements. In Webster’s 1828 dictionary, the word *slave* means “a person who is wholly subject to the will of another; one who has now will of his own, but whose person and services are wholly under the control of another”. I hear you saying that slavery is a good thing. If my access to a means of gainful employment, physical contact with my government, access to food supplies, and level of engagement in the community are based on compliance with your policies, then I am slave by the original definition of the word. I hear you saying that if I dumb my standard down to what yours is for what a healthy person looks like, Ill be leading a safer life and be protecting the people around me. I hear you saying that the definition of a healthy person is someone who depends on pharmaceuticals, injections, and other routine medical treatments to maintain his or her quality of life. The actual definition for the word *health*, according to Noah Webster 1828 is “that state of a living body, in which the parts are sound, well organized and disposed, and in which they all perform freely their natural functions”. The definition of the word *healthful* means “having the parts or organs entire and their function in a free, active, and undisturbed operation; free from disease”. The word *healthfulness* means “a state in which the parts of a living body are sound and regularly perform their functions”. Based on those definitions, anyone who is dependent on pills, procedures, and injections does not have health and is not healthful, because his or her body is not functioning fully on its own. Public servants who do not have health, demanding that people who do have health, adopt the lifestyle of dependence on manmade interventions for a higher quality of life

makes as much sense as arguing that  $2+2=5$ . I hear you saying that the word *pandemic* is synonymous with death. The actual definition of the Greek word where we get *pandemic* from is *pan demos*; *pan* meaning all, and *demos* meaning people. So, a pandemic is simply anything affecting all the people of a specified area. The word *pandemic* from Webster's 1828 and Collegiate dictionaries is "incident to a whole people; as a pandemic disease" "of all the people occurring over a wide geographic area and affecting an exceptionally high proportion of the population". If there is nothing relating to death in the word *pandemic*, why does it cause panic and anxiety or expectation of death? Living with perverted definitions is to be living a lie and lies make people into slaves. My message and request will always be to let the residents of Ontario County choose freedom over the alternative which is slavery. Your love of pure and original definitions can make the difference between lives of freedom or lives of slavery for your constituents. If you are obligated to live your life dictated by the fears of other people, and the fears of people are infinite in number, then are you able to live at all?"

Chairman Marren granted privilege of the floor to Supervisor Norman Teed for Ms. Maureen Quigley, resident of the Town of Phelps.

Ms. Quigley stated the following:

"This is the time for local and county legislators to step up to the plate in making decisions that will provide for the freedom of its citizens. This is your opportunity to shine. The firefighters were the heroes of 9/11. The nurses and doctors were the heroes of the COVID crisis. You can be our heroes in the time of government overreach by retrieving our constitutional freedoms. We, the people, need you more than ever before to preserve our democracy, our freedoms. We, the people, feel a decision needs to be made to support the people or support the vaccine mandate. The most significant positive changes in history, I feel, have come from grass roots up, women's rights, civil rights, Vietnam. In light of recent and formally documented findings regarding COVID vaccines and after a year of experimentation on humans, you, our county's legislators, are empowered to heavily contribute towards the direction of our county by either:

- a. allowing our democratic republic to fold and disintegrate into a nation where democracy goes by the wayside and tyranny develops more fully where the government is allowed to interfere with the daily lives of its citizens by making personal decisions for them or
- b. follow suit with Cattaraugus County and declare Ontario County a constitutional county, beholdng primarily to the US Constitution and the Bill of Rights, which would, hopefully, allow for medical and other freedoms.

I am sure since your mission is to provide the changing needs of your citizens, along with your core value of innovative leadership, as well as your core behaviors of assessing and analyzing unbiased data for decision making, and finally your desire to do what is right and best, you will arrive at a decision that represents what your constituents, the majority, want. A referendum or a mailing requesting citizen input may enable you to confirm what the majority wants. Although I am referring you to Norm Teed who has the specific data on COVID vaccine findings, I can summarize; after a year of COVID vaccines, traditional agencies such as the CDC, FDA and WHO and Mayo clinic have found a 300% increase in miscarriages, 500% increase in blood clotting abnormalities related to heart attacks and strokes, also pericarditis, myocarditis, and neurological disorders such as Bell's Palsy, huge increase in cancer and death, twenty-two thousand plus, to name a few. All this, proving that the COVID vaccines are neither safe, not effective. Therefore, in light of this new formally documented information from trusted by most institutions, it logically follows that US citizens should not be made to play Russian roulette with this vaccine. The choice needs to lie with the individual/parent. This vaccine mandate is unfair, unsafe and unethical, besides conflicting with the US Constitution and Bill of Rights. We hope and pray for this county to make the best decision needed for its citizens. We hope more counties will follow suit. God bless America."

Chairman Marren granted privilege of the floor to Supervisor Frederick Wille for Mr. Tom Gillette, resident of the Town of East Bloomfield.

Mr. Gillette state the following:

“Dear supervisors, administrators, and guests, thank you for talking with me tonight. It is an honor and a precious privilege to do so. I’m Tom Gillette and the title of my talk is *Threatened by Deception*. Fauci and those he works with have done very well at deceiving governments and other large institutions worldwide. The masks are a great symbol of intimidation and they have been not more effective or logical than the vaccine. My hope is that this deception will cause a great number of people to wake up to the need to govern ourselves again. Unfortunately, the people of this country are like the Israelite slaves that came out of Egypt; if it only takes 40 some years for us to learn how to govern and protect ourselves from deception, we will be doing good. Thankfully we have a Constitution, which they didn’t have. Now I have legally approached the mask issue. I hate doing so. I see this and other mandates and protocols as a threat to the safety of myself and my family. It is only right that I respond to defend them. These unlawful mandates have awakened me to the fact that our Constitution is not being followed. I am asking you to awaken too. Furthermore, five areas threatening our freedom and safety were proposed as changes to NYS DOH policy:

1. The imprisonment of suspected public health threats
2. Giving the Governor power to impose mandatory masks
3. Expanding the number of healthcare workers and
4. Essential workers required to get the vaccinations without honoring exemptions
5. Limiting visitation in nursing homes as they deem fit

The governor renewed the state of emergency on February 14<sup>th</sup>. The first thing you see on her website is “get your kids vaccinated”. This and masks are only so vaccine companies can work to get this vaccine approved for children. Right now, due to the emergency, the drug companies have protection from liability. If they get it approved for children, they will once again have protection from liability. In my view, this is child abuse. In *The Federalist Papers No. 1*, Alexander Hamilton said, “It has been frequently remarked that it seems to have been reserved to the people of the country, by their conduct and example, to decide the important question, whether societies of men are capable or not of establishing good government from reflection and choice, or whether they are forever destined to depend for their political constitutions on accident and force.” We, again, are at such a place in history. Instead of accepting money for clinics, I am asking Fred Wille or any member of the Health and Human Services Committee to look into whether emergency calls for heart problems have increase since the beginning of vaccinations. Please don’t threaten our lives and our loved ones. Thank you and good night.

A copy of the following communications is on file with the Clerk of the Board:

Copies received of minutes of meetings held as follows:

- Health and Human Services Committee held on January 18, 2022
- Planning and Environmental Quality Committee held on January 18, 2022
- Public Works Committee held on January 18, 2022
- Public Safety Committee held on January 19, 2022
- Special Public Safety Committee held on January 27, 2022
- Governmental Operations and Insurance Committee held on January 19, 2022
- Ways and Means Committee held on January 19, 2022
- 209 Investigation Committee held on January 27, 2022
- Seneca Watershed Intermunicipal Organization held on January 24, 2022

Speech regarding Covid mandates received from Bethany Shoemaker, resident of the Town of Phelps.

Speech regarding “Eyes Wide Open – Part 2” received from Dianne Murphey, resident of the Town of Canandaigua.

The December 2021 Report for Happy Tails, Ontario County Humane Society received from Director William Martin.

The 2021 Annual Report for the Ontario County Humane Society Happy Tails received from Director William E. Martin.

The 2021 Annual Report for Ontario County Soil & Water Conservation District Received from Alaina Robarge, Conservation District Educator.

Resolution No. 2021-292: Appointment of Mary Beer, RN MPH, Ontario County Public Health Director as Local Health Officer for the Town of Canandaigua, received from Supervisor Jared Simpson, Town of Canandaigua.

Resolution No. 2022-023: Acknowledgment and Affirmation of Town Board Resolutions Adopted in 2021 for the Year 2022 received from Supervisor Jared Simpson, Town of Canandaigua.

Correspondence from Lisa Ivers regarding facilitating safe meetings with the Ontario County Board of Supervisors received from Sheriff Povero.

A letter to Supervisor Fred Wille regarding Large Culvert Route 5 & 20 received from Christopher Reeve, Acting Regional Director, NYS Department of Transportation.

The 2021 Annual Report for the Ontario County Planning Board with resource links received from the Ontario County Planning Department.

Resolution in opposition to Senate Bill S7885 as it Relates to the Membership of the Board of Directors of the Western Regional Off-track Betting corporation from Livingston County.

Resolution in opposition to Senate Bill S7885 as it Relates to the Membership of the Board of Directors of the Western Regional Off-track Betting corporation from Seneca County.

Resolution in opposition to Senate Bill S7885 as it Relates to the Membership of the Board of Directors of the Western Regional Off-track Betting corporation from Cattaraugus County.

Resolution in opposition to Senate Bill S7885 as it Relates to the Membership of the Board of Directors of the Western Regional Off-track Betting corporation from Wyoming County.

Resolution in opposition to Senate Bill S7885 as it Relates to the Membership of the Board of Directors of the Western Regional Off-track Betting corporation from Genesee County.

Resolution opposing any decrease to the farm labor overtime threshold from Genesee County.

2022 Ontario County Schedule of Taxes from the Real Property Department.

Notification of Grant Award for the Health Insurance Information, Counseling and Assistance Stipend Program received from the NYS Office for the Aging.

Notice to extend preliminary injunction in Purdue Pahara Bankruptcy Court received from Davis Polk & Wardwell, LLP.

Letter from Patricia Steele regarding masking in schools.

Approval of the 3<sup>rd</sup> installment payment of the Opioid National Dislocated Workers Grant received from the NYS Department of Labor.

Correction of Errors from the month of January received from the Ontario County Treasurer.

Chairman Campbell of the 209 Investigation Committee thanked Supervisor Peter Ingalsbe for managing the committee last week in his absence. He said the committee is continuing to work with the newly placed compliance investigator to do what they can to turn over some aspects of their investigation and are looking forward to having the second compliance investigator officer start in the end of March. They will be meeting again on March 10<sup>th</sup> and hope to provide a report to the Board by the end of March.

Supervisor Robert Green stated the Ontario County Board of Supervisors, the Public Safety Committee along with the Sheriff recognized many members of the Sheriff's Department as well as an individual from the Town of Manchester for their outstanding service, longevity, and a number of other areas.

Supervisor Richard Russell offered the following three resolutions as a block and moved for its adoption, seconded by Supervisor Frederick Wille:

**RESOLUTION NO. 77-2022**  
**MOBILE DEVICE POLICY AND PROCEDURE**

WHEREAS, Pursuant to Resolution number 19-2011, this Board of Supervisors established a Cellular Telephone Policy in January of 2011; and

WHEREAS, The policy adopted in 2011 was reviewed and renamed to the "Mobile Device Policy and Procedure" by Res. No. 111-2013 (the "Mobile Device Policy") and thereafter updated by Res. 458-2018; and

WHEREAS, Mobile device technology and compliance requirements continue to evolve; and

WHEREAS, Pursuant to the Mobile Device Policy employees can be reimbursed for use of personal mobile devices for work purposes; and

WHEREAS, A review of current stipend amounts found that adjustments to the rates are appropriate based on market conditions; and

WHEREAS, The Governmental Operations and Insurance Committee has reviewed the Mobile Device Policy with incorporated stipend modifications (the "Updated Mobile Device Policy") and recommend its adoption; now, therefore, be it

RESOLVED, Upon review and approval by the County Attorney, that this Board does hereby approve the Mobile Device Policy as amended attached hereto and filed with

the Clerk of the Board for managerial/confidential employees and as negotiated for employees represented by a union; and further

RESOLVED, That the amended Mobile Device Policy, filed herewith is hereby adopted and shall be effective on the date of this adoption; and be it further

RESOLVED, That a certified copy of this resolution and attached policy be sent by the Clerk of this Board to all County department heads.

## ONTARIO COUNTY

### *MOBILE DEVICE POLICY*

Adopted January 27, 2011  
Revised 2.2013, 7.2018, 2.2022

#### **POLICY BACKGROUND**

- The County of Ontario (the “County”) does not allow employees to use County mobile devices for personal use, except occasional, incidental use.
- Many employees prefer to use their personal mobile device for County work related purposes thus allowing them to carry only one device for both personal and business purposes.
- The County prefers to limit the number of mobile devices it owns.

#### **GENERAL INFORMATION**

- The County will provide, through payroll, a monthly reimbursement to cover reasonable business use of mobile devices.
- Upon request for reimbursement for mobile device expenses from an employee, a County department head (“Department Head”) must recommend approval for the reimbursement for each designated employee (Some departments may have approval by position). An employee signed acknowledgement of the County’s Mobile Device Policy must accompany each request for reimbursement.
- Approval by Department Head shall be forwarded to Payroll.
- An employee receiving reimbursement from the County must agree to this policy by signing and providing a copy of it to their Department Head. This signed policy and accompanying Mobile Device Request for Reimbursement shall be sent to the County for filing in the Employee’s personnel file. **Reimbursement shall not be provided until this policy and the Mobile Device Request for Reimbursement form have been signed and filed in accordance with this policy.**
- Reimbursement will not be granted retroactive to the approval of the stipend.
- The County will conduct an annual review of all reimbursements.
- For all County owned devices, the employee and supervisor must audit the phone bills monthly. Only occasional, incidental personal use will be allowed.
- This policy is not intended to change or add a requirement that employees work after their normal work hours.

- Hourly employees shall not use County owned mobile devices while off duty for any unauthorized reason.

### **GENERAL INFORMATION ON DEVICES FOR EMPLOYEES WITH REIMBURSEMENTS**

- The employee may keep their existing County device and accessories if approved to move to the reimbursement plan.
- If the employee already has a personally owned device that meets their business needs, they need not change their device.
- If the employee elects to purchase a (new or different) device, it is at their own expense.
- All new devices and accessories are the responsibility of the employee.
- Reimbursement to an employee may be stopped by the County Administrator, Department Head, and/or Chief Information Officer if it is determined that there is no longer a sufficient business need or for other business reasons. Employee will be given one week notice of any revoked reimbursement.
- Any employee on a leave of absence, whether paid or unpaid, will have reimbursement suspended during such period of leave.
- Reimbursements shall begin the first month after approval by the County Administrator. No reimbursement shall be made retroactively.

### **GENERAL INFORMATION ON PLANS**

- The employee can select any carrier/plan that meets their business needs.
- If they already have a personal plan that meets their business needs, they need not change plans.
- The cost of the personal plan is the employee's cost. The reimbursement only covers reasonable projected business use.

### **REIMBURSEMENT SPECIFICS**

- Recipient must be a County employee.
- Reimbursement amount: \$40.00 per month
  - **Not intended to cover entire monthly cost**
- Paid **monthly** through payroll.
- Reimbursement is not an increase to base pay or used for calculations for raises, retirement, etc.

### **REIMBURSEMENT ELIGIBILITY**

- Business need; recommended by department head, approved by County Administrator.
- To qualify:
- The employee's job requires that they work regularly in the field and need to be immediately accessible.
- The employee's job requires that they need to be immediately accessible outside of normal business hours.

- The employee is responsible for critical infrastructure and needs to be immediately accessible at all times.
- The employee travels and needs to be accessible or have access to information technology systems while traveling.
- Access via voice and/or access to information technology systems via a mobile communications device would, in the judgment of the department head, render the employee more productive and/or the service the employee provides more effective, and the cost of mobile communications service is therefore warranted.
- Simply providing a contact number to access for on-call or call-in purposes is NOT sufficient grounds for reimbursement.

### **RECIPIENT RESPONSIBILITIES**

- Employee must agree to:
  - Select a cellular provider that has adequate coverage to allow the employee to use the device as required.
  - If the device is to be used as a cell phone, provide phone # within 5 days of activation.
  - Be available (have device and have it on) during times specified by management (note: This is not intended to extend the workday resulting in overtime pay).
  - Have a device/plan that meets job requirements.
  - Inform County if eligibility is not met or changes.
  - Inform County if wireless service is cancelled.
  - Provide management with documentation when applying or renewing.
  - Pay for charges on the plan (including early termination fees).
  - Remain responsible for plan obligations if employee leaves position.
  - Personal responsibility for complying with international, federal, state local laws, rules and regulations regarding the use of a mobile device while driving.
  - Review this policy and execute the acknowledgment that they have read and understand this Policy. Receipt of reimbursement is also evidence of such acknowledgment.

### **MOBILE DEVICE POLICY AND PROCEDURE**

#### **PURPOSE**

The County is committed to protecting the confidentiality, integrity, and availability of confidential, personal, private, and sensitive information (“PPSI”). Furthermore, the County is committed to maintaining compliance with all applicable state and federal laws, rules, regulations, as well as County policies.

This mobile device policy is intended to provide guidance and information to County Employees on the acceptable use of mobile devices. It defines standards, procedures, and restrictions for end users who have legitimate business requirements to access County resources from a mobile device – personal or County issued.

Mobile device users must follow all necessary technical, administrative, and physical measures to protect the security of mobile devices used for business purposes, protect sensitive data, and maintain compliance with state and federal requirements.

## **SCOPE AND DEFINITIONS**

This policy applies to all County employees including full or part-time staff, contractors, and other agents who utilize County-owned or personal mobile devices for County business purposes (collectively “County Employees”).

## **PHYSICAL SECURITY**

Mobile device users must exercise due diligence and are responsible for maintaining the physical security of the mobile device, as well as the security and integrity of all information accessed, transmitted, or stored on the mobile device. Suitable protective measures must be present, enabled, and used on all such mobile devices.

## **TECHNICAL CONTROLS**

All mobile devices used for work purposes must have the current mobile device management (“MDM”) app in use by County Information Technology. Mobile devices must also remain in compliance with the security requirements of the MDM application. Altering, disabling, or otherwise tampering with the MDM application is strictly prohibited. Employees must coordinate with Information Technology for the installation and removal of the MDM application.

## **USER CONTROLS**

It is the responsibility of any County Employee who uses a mobile device to access DSS, County or State resources to ensure that all security protocols normally used on conventional infrastructure are all applied. The Ontario County Acceptable Computer Use Policy also applies to mobile devices.

- Access to Third-Party Applications
  - The only third-party applications allowed are those approved and configured by the current MDM app in use by County Information Technology and in accordance with County policy.
- Global Positioning System (“GPS”)
  - GPS shall be enabled and may be tracked by the current MDM app in use by County Information Technology and in accordance with County policy.
- Text Messaging
  - Any sensitive information arising and in the course of employment with the County shall only be communicated via a New York State or County approved application, including but not limited to e-mail.
- Purging of the Mobile Device
  - Upon leaving County service, for any reason, County employees shall contact and follow any and all decommission instructions from Information Technology within one (1) week of leaving service.
- Network and data monitoring
  - County Employees must be cautious about the merging of personal and work email accounts on their personal devices. They must take care to

ensure that County data is only sent through the County or New York State email system. If a user suspects that County data has been sent from a personal email account, either in body text or as an attachment, they must notify Ontario County Information Technology immediately.

- Personal email accounts are strictly prohibited on County or DSS issued mobile devices.
- Updating the Mobile Device
  - Mobile devices must be kept up to date with all authorized security and operating system patches.
- Responsible Use
  - It is imperative that any mobile device that is used to conduct County or DSS business be utilized appropriately, responsibly, and ethically in accordance with all State and Federal laws. Failure to do so will result in immediate suspension of the user's account.

**Access Controls:** All users of mobile devices must employ reasonable physical security measures. End users are expected to secure mobile devices used for work purposes at all times. The MDM application requires an active password/passcode to remain in compliance and maintain access to network resources. Basic password parameters required by the MDM application will be determined by the Ontario County Information Technology Department.

**Security Training:** County Employees will be trained annually on the computer and mobile device security risks. All mobile device users are required to sign an agreement acknowledging receipt of this mobile device policy.

## **NETWORK SECURITY**

- Applications must only be installed from official platform-owner approved sources (ex. Apple App Store). If you are unsure if an application you wish to install on your device is from a platform-owner approved source, please contact Ontario County Information Technology for assistance.
- Devices must not be connected to a PC which does not have up-to-date and enabled anti-malware protection.
- \*Devices must not be “jail broken” or have any software/firmware installed which is designed to gain access to functionality not intended to be exposed to the user.
- Users must not load pirated software or illegal content onto their mobile devices.
- No personally owned equipment (including but not limited to printers, scanners, mobile devices, flash drives, etc) should be connected to a County or DSS issued mobile device.
- If you have a question on network security, please contact County Information Technology.

\*To jailbreak a mobile device is to remove the limitations imposed by the manufacturer and/or platform owner. This gives access to the operating system, thereby unlocking all its features and enabling the installation of unauthorized software.

**ENCRYPTION**

Risks to the confidentiality and integrity of sensitive data, both at rest and in transit, can be reduced by using strong encryption technologies. Mobile devices must be encrypted. County Employees are not authorized to alter or disable encryption. A mobile device that does not have encryption enabled may not be used to access, store, or transmit protected data.

**LOST OR STOLEN PROCEDURES**

Users must report all lost or stolen devices to County Information Technology immediately. In addition, if a user suspects that unauthorized access to protected data has taken place via a mobile device, the user must report the incident to County Information Technology immediately per the County Data Breach Notification Policy.

**COMPLIANCE AND ENFORCEMENT HANDLING**

Compliance with this mobile device policy is mandatory, and any non-compliance with the policy may result in disciplinary action, up to and including termination from employment, civil liability, and/or criminal penalties. The County will take all appropriate measures to protect the security and confidentiality of County and DSS information, assets and protected data.

**LEGAL AND REGULATORY REFERENCES**

This mobile device policy addresses and incorporates compliance with a variety of federal and state statutory, regulatory, and policy requirements related to confidentiality, privacy, and information security (e.g. ITS NYS-S14-009, ITS NYS-S14-011).

Compliance is also addressed in the Ontario County Acceptable Computer Use Policy.

BY SIGNING BELOW THE EMPLOYEE AGREES HE/SHE HAS READ AND UNDERSTANDS THIS ONTARIO COUNTY MOBILE DEVICE POLICY AND AGREES TO THE SAME.

EMPLOYEE NAME: \_\_\_\_\_

EMPLOYEE SIGNATURE/DATE SIGNED: \_\_\_\_\_

**ONTARIO COUNTY**

***MOBILE DEVICE REQUEST FOR REIMBURSEMENT***

EMPLOYEE NAME: \_\_\_\_\_ Requests reimbursement of \$40.00/month for personal mobile device expenses for business use.

By signing below the employee agrees he/she has read the Mobile Device Policy and specifically the "Recipient Responsibilities" and agrees to the same.

EMPLOYEE SIGNATURE/DATE SIGNED: \_\_\_\_\_

Department Head has reviewed this request and indicates that employee satisfies the reimbursement eligibility requirements set forth in the Ontario County Mobile Device Policy and recommends approval for reimbursement for this employee.

DEPARTMENT HEAD SIGNATURE/DATE APPROVED: \_\_\_\_\_

NOTICE: If approved, Department Head must provide this form and the signed Ontario County Mobile Device Policy to the Finance Office - Payroll Unit and to the Human Resources Department. Reimbursement will not begin until forms are provided as indicated.

**RESOLUTION NO. 78-2022  
RESOLUTION OF APPROVAL – BLOOMFIELD MEADOWS  
CORRECTION OF ERROR – 2022 COUNTY/TOWN TAX ROLL**

WHEREAS, An application for corrected tax roll for the 2022 County/Town tax roll has been received by the Real Property Tax Director in accordance with RPTL §554; and

WHEREAS, The property owner is Bloomfield Meadow Apartments, whose mailing address is 249 Norton Village Lane, Rochester NY, 14609; and

WHEREAS; The property subject to correction is located at 21 Bennett Ave, in the Town of East Bloomfield. The tax map number is 68.17-1-26.100; and

WHEREAS, The Real Property Tax Director has completed an investigation pursuant to RPTL §554, and has filed a copy of the findings of that investigation; and

WHEREAS, The property had been receiving an exemption under Section 4.07 RPTL §421-e: which is a 20 year exemption, that was initiated in 2016 and grants exemption for General Municipal Taxes and School Taxes, but does not apply to Special Ad Valorem taxes, for Low or Moderate income housing developed through Housing Trust Fund or Affordable Housing Development Program; and

WHEREAS, The assessment was increased during a town-wide re-valuation and the exemption amount was not corrected to reflect its full exemption value, thus leaving a portion of its assessed value as taxable; and

WHEREAS, The Real Property Tax Director has recommended that a corrected tax bill be issued to the property owner; now, therefore, be it

RESOLVED, That the report of findings has been reviewed by the Government Operations & Insurance Committee, and agree with the recommendation of the Director; and further

RESOLVED, That the application for Correction of Error is approved; and further

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RESOLVED, That the 2022 County/Town tax bill shall be corrected by amending the amount of taxes due to \$1,023.95 for Special District FD261, and reducing the amount of County, Town and Re-levied School taxes by \$8,857.13; and further

RESOLVED; That copies of this resolution be sent to the Ontario County Treasurer, Bloomfield Meadow Apartments and the East Bloomfield Town Tax Collector.

**RESOLUTION NO. 79-2022**  
**RESOLUTION OF APPROVAL – HILL PROPERTY PARTNERSHIP**  
**CORRECTION OF ERROR – 2022 COUNTY/TOWN TAX ROLL**

WHEREAS, An application for corrected tax roll for the 2022 County/Town tax roll has been received by the Real Property Tax Director in accordance with RPTL §554; and

WHEREAS, The property owner is Hill Property Partnership, whose mailing address is PO Box 219, Teton Village WY, 83025; and

WHEREAS, The property subject to correction is located at 5852 East Lake Road, in the Town of Richmond, and whose tax map number is 175.00-1-42.100; and

WHEREAS, The Real Property Tax Director has completed an investigation pursuant to RPTL §554, and has filed a copy of the findings of that investigation; and

WHEREAS, The 2021-2022 school taxes were paid to the Honeoye Central School District Tax Collector on 10/30/2021 in the amount of \$6608.19, but were not removed from the Districts unpaid list; and

WHEREAS, The full amount of school tax, with interest and penalties was erroneously relevelled on the 2022 County/Town tax bill; and

WHEREAS, The Real Property Tax Director has recommended approval of the application for correction of error; now, therefore, be it

RESOLVED, That the report of findings has been reviewed by the Governmental Operations & Insurance Committee, and agree with the recommendation of the Director; and further

RESOLVED, That the application for Correction of Error is approved; and further

RESOLVED, That the 2022 County/Town tax bill shall be corrected by amending the amount of taxes due to \$4,855.17, after removal of the school tax relevy amount \$7,140.09; and further

RESOLVED, That copies of this resolution be sent to the Ontario County Treasurer, Hill Property Partnership, and the Richmond Town Tax Collector.

The foregoing block of three resolutions was adopted.

Supervisor Richard Russell offered the following resolution and moved for its adoption, seconded by Supervisor David Baker:

**RESOLUTION NO. 80-2022**  
**AUTHORIZATION TO CONTRACT WITH THE CENTER FOR GOVERNMENT**  
**RESEARCH TO CALCULATE WEIGHTED VOTING ASSIGNMENTS**

WHEREAS, Where elected officials of a municipal body represent constituencies with significant differences in population in New York State, courts of competent jurisdiction have consistently upheld the use of a weighted voting system where each elected official is assigned a number of votes determined through computer based calculation employing the Banzhaf Power Index and using the population figures for the constituents they represent from the latest United States Decennial Census; and

WHEREAS, Since 1968 this Board of Supervisors has used such computer analysis employing the Banzhaf Power Index and Decennial Census population data to determine weighted voting assignments for each supervisor as required by Ontario County Local Law No. 3 of 1968; and

WHEREAS, The United States Census Bureau has officially released population data from the 2020 Decennial Census, and the Ontario County Planning Department has used said data to determine the total population residing in each supervisor's district; and

WHEREAS, A report documenting the methodology and calculations involved in determining the weighted voting assignment for each supervisor based upon the 2020 Census Data using the Banzhaf Power Index prepared by qualified mathematicians will ensure compliance with the court upheld methodology for calculating weighted voting assignments; and

WHEREAS, The Ontario County Planning Department has received two proposals from entities qualified to perform said weighted voting calculations and produce the documentation report; and

WHEREAS, The Governmental Operations and Insurance Committee and the Ways and Means Committee recommend acceptance of the proposal from the Center for Government Research, Inc. to perform the weighted voting assignment calculations employing the Banzhaf Power Index and using the 2020 Decennial Census population data, a copy of which is on file with the Clerk of this Board; now, therefore, be it

RESOLVED, The following budget transfer is hereby approved to fund the calculation of new weighted voting assignments:

Account	Account Name	Inc/Dec	Amount
AA1340 54731	Contingency	Decrease	\$ 7,000.00
AA8020 54260	Consultation and Professional	Increase	\$ 7,000.00

and further

RESOLVED, That upon review and approval of the County Attorney as to form, the proposal from the Center for Government Research, Inc., 1 South Washington Street Suite 400, Rochester, New York 14614 dated January 13, 2022 as clarified in their letter of January 18, 2022 to perform a calculation of weighted voting assignments based on the 2020 US Decennial Census population data and the Banzhaf Power Index at a cost not to exceed Seven Thousand Dollars (\$7,000.00) is hereby accepted and the County Administrator be, and hereby is, authorized and empowered to execute a contract with said firm for said services at said cost; and further

RESOLVED, That the term of said contract shall commence on February 18, 2022 and terminate on April 30, 2022; and further

RESOLVED, That the Director of Planning shall administer said contract; and further

RESOLVED, That the County Finance Department is authorized and directed to make the necessary budgetary and accounting entries to effect the intent of this resolution.

Adopted.

Supervisor Richard Russell offered the following resolution and moved for its adoption, seconded by Supervisor Frederick Wille:

**RESOLUTION NO. 81-2022  
AUTHORIZATION TO CONTRACT WITH  
DINAN COMMUNICATIONS TO PROVIDE  
PUBLIC RELATIONS AND MARKETING SERVICES FOR  
VARIOUS COUNTY DEPARTMENTS**

WHEREAS, Ontario County continues to have a need for Public Relations and Marketing Services especially during a global public health pandemic. Keeping the public informed through press releases and social media is a high priority; and

WHEREAS, Ontario County's most recent contract for said services, with Dinan Communications, expires on February 20, 2022; and

WHEREAS, Request for Proposals (R22025) were issued and only one proposal was received on January 6, 2022 from Dinan Communications; and

WHEREAS, After review of the proposal, the County Administrator recommends award to Dinan Communications, at a cost of \$2,400 per month for 30 hours of services, \$80 for any hours over that amount per month and any subcontracted items to be billed at cost with no mark up; and

WHEREAS, The Governmental Operations and Insurance Committee recommends its approval; now, therefore, be it

RESOLVED, That upon review and approval by the County Attorney as to form, the Board of Supervisors hereby approves the contract for Public Relations and Marketing Services with Dinan Communications, 11 Elm Street, Pittsford, NY 14534, beginning February 20, 2022, and expiring February 19, 2023, at a cost of \$2,400 per month for 30 hours of services, \$80.00 for any hours over that amount per month and any subcontracted items to be billed at cost with no mark up; and further

RESOLVED, That the County Administrator be, and hereby is, authorized and empowered to execute the contract with Dinan Communications, and all other documents necessary to effectuate the purpose of this resolution.

Adopted.

Supervisor Richard Russell offered the following resolution and moved for its adoption, seconded by Supervisor Frederick Wille:

**RESOLUTION NO. 82-2022  
RISK RETENTION FUND  
AUTHORIZATION OF SETTLEMENT**

WHEREAS, Claimant, [REDACTED] as parent and natural guardian of [REDACTED], filed a Notice of Claim alleging in part, negligence in the ownership and maintenance of Grimes Glen park, as set forth in plaintiff's Notice of Claim; and

WHEREAS, The parties negotiated a settlement of the claimant's claim, without admission of wrongdoing on the part of respondent Ontario County, and with the claimant releasing respondent Ontario County from any and all claims without costs, in consideration of the payment of [REDACTED]; and

WHEREAS, The Governmental Operations and Insurance Committee recommends the adoption of this resolution; now, therefore, be it

RESOLVED, That the County Attorney is hereby authorized to settle the claim of [REDACTED] as parent and natural guardian of [REDACTED], in an aggregate amount not to exceed [REDACTED], contingent upon the execution of appropriate releases as approved by the County Attorney; and further

RESOLVED, That upon the consummation of the settlement as authorized above, and upon the representation of the County Attorney that appropriate documents have been executed to conclude these claims against the County and all other County employees, the Director of Finance shall pay the stipulated amount to the claimant or her

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representatives subject to an aggregate limit of [REDACTED], with payment to be made from the self-insurance risk retention judgment and claims account (MS 1930 54430); and further

RESOLVED, Funding for said appropriation is provided by the following budget transfer:

Account	Account Name	Inc/Dec	Amount
MS 30511 BR106	Appropriated Reserves	Increase	[REDACTED]
MS 1930 54430	Property Loss and Claims	Increase	[REDACTED]

RESOLVED, That the County Finance Department is authorized and directed to make the necessary budgetary and accounting entries to effect the intent of this resolution; and further

RESOLVED, That copies of this resolution shall be transmitted by the Clerk of this Board to the County Attorney and the Director of Finance.

Adopted.

Supervisor Daniel Marshall offered the following resolution and moved for its adoption, seconded by Supervisor Norman Teed:

**RESOLUTION NO. 83-2022**  
**AUTHORITY TO USE EMERGENCY MEDICAL SERVICE PROVIDERS**  
**THAT ASSIST WITH COVID 19 VACCINATION CLINICS IN 2022**

WHEREAS, Resolution No. 374-2021 authorized payments and the use of emergency medical service providers that assist with COVID-19 vaccination clinics; and

WHEREAS, The Federal Government accelerated the development of vaccines to help protect our nation's residents; and

WHEREAS, The Governor and New York State Department of Health received vaccine and prioritized the administration of vaccine and recommended Emergency Medical Services (EMS) be present during the distribution to respond to any adverse reaction of the vaccine; and

WHEREAS, Ontario County Public Health received its first allocation of vaccine and began vaccination POD's (Point Of Dispensing) in early January 2021 and requested the assistance of EMS providers to monitor and respond to any adverse reactions of vaccinated individuals; and

WHEREAS, The amount of time spent by EMS providers at vaccination POD's has been a drain on their resources; and

WHEREAS, The American Rescue Plan allows for reimbursement of vaccination related expenses, including that of EMS providers; and

WHEREAS, The Health & Human Services and Ways & Means Committees recommend approval of this resolution; now, therefore, be it

RESOLVED, Invoices received from EMS providers: Canandaigua Emergency Squad, Inc, Finger Lakes Ambulance EMS, Inc and Victor Farmington Ambulance Corps are hereby approved for calendar year 2022 expenses for COVID-19 vaccination related expenses in conjunction with the POD's conducted by Ontario County Public Health; and further

RESOLVED, These expenses will be paid and reimbursed by American Rescue Plan funds; and further

RESOLVED, That the Finance Department is authorized to make the necessary budgetary and accounting entries to affect the intent of this resolution; and further

RESOLVED, That copies of this resolution be sent by the Clerk of this Board to the Canandaigua Emergency Squad, Inc, Finger Lakes Ambulance EMS, Inc and Victor Farmington Ambulance Corps.

Adopted.

Supervisor Daniel Marshall offered the following twelve resolutions as a block and moved for its adoption, seconded by Supervisor Norman Teed:

**RESOLUTION NO. 84-2022  
AUTHORIZATION TO CONTRACT WITH  
S2AY RURAL HEALTH NETWORK, INC.**

WHEREAS, Ontario County Public Health Department is desirous to obtain services from the S2AY Rural Health Network, Inc. for purposes of sharing in the cost of carrying out the work plan of the S2AY Rural Health Network, which includes the counties of Chemung, Livingston, Ontario, Schuyler, Seneca, Steuben, Wayne and Yates; and

WHEREAS, The Public Health Director, County Administrator, and the Health and Human Services Committee recommend the participation of the Public Health Department in this network; and

WHEREAS, The funding for this contract is established in the amount of \$18,375.00 and has been budgeted in the 2022 budget; now, therefore, be it

RESOLVED, That upon the review and approval of the County Attorney as to form, the Board of Supervisors hereby approves a contract with S2AY Rural Health Network, Inc. for the period of January 1, 2022 through December 31, 2022 at a cost not to exceed \$18,375; and further

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RESOLVED, That the County Administrator be, and hereby is, authorized and empowered to execute this agreement with S2AY Rural Health Network, Inc. and all other documents necessary to effectuate the purposes of this resolution.

**RESOLUTION NO. 85-2022  
AUTHORIZATION TO CONTRACT WITH  
S2AY RURAL HEALTH NETWORK, INC.  
FELLOWSHIP PROGRAM 2022-2023**

WHEREAS, Ontario County has been awarded a contract and accepted monies from Health Research Incorporated (HRI) and the State of New York Department of Health (NYSDOH) Public Health Corps Fellowship Program (HRI Contract #15-2000.07; CFDA # 93.323 & 93.354; MUNIS# G21025) for the purpose of recruiting, managing, supporting and coordinating contracted public health fellowships in collaboration with the Ontario County Department of Public Health; and

WHEREAS, Ontario County Public Health Department is desirous to obtain services from the S2AY Rural Health Network, Inc. for purposes of hiring, oversight, and payment of a Local Coordinator (0.5 FTE) and 5 FTE Fellows; and

WHEREAS, The S2AY Rural Health Network, Inc. will invoice Ontario County Public Health according to the attached Schedule A; and

WHEREAS, The Public Health Director and the Health and Human Services Committee recognize and approve the need for such collaboration; and

WHEREAS, The Health and Human Services Committee and Ways and Means Committee have reviewed this resolution, and recommend acceptance of this contract; and

RESOLVED, That upon review and approval of the County Attorney as to form, the Board of Supervisors, hereby approves a contract with the S2AY Rural Health Network, Inc., P.O. Box 390, Canandaigua, NY 14424 for the period of January 31, 2022 through July 31, 2023 at the cost shown on Schedule A; and further

RESOLVED, That the County Administrator be, and hereby is, authorized and empowered to execute this agreement with S2AY Rural Health Network, Inc. and all other documents necessary to effectuate the purposes of this resolution.

**RESOLUTION NO. 86-2022  
ACCEPTANCE OF STATE AID FUNDING  
FOR MEDICATION ASSISTED TREATMENT (MAT)**

WHEREAS, FLACRA provides MAT (Medication Assisted Treatment) in the Ontario County Jail; and

WHEREAS, New York State OASAS has included funding in the amount of \$101,250 (\$60,000 plus a one-time only increase of \$41,250) specifically for these services in the State Aid Letter; and

WHEREAS, These funds will be passed through to FLACRA for MAT services; and

WHEREAS, The Director of Community Mental Health Services, the Health and Human Services Committee, and the Ways and Means Committee recommend the acceptance of these funds; now, therefore, be it

RESOLVED, That the Department of Finance is authorized to make the necessary accounting and budget entries to effect the intent of this resolution.

**RESOLUTION NO. 87-2022  
AUTHORIZATION FOR RENEWAL OF  
PROFESSIONAL CONSULTANT CONTRACT  
FINGER LAKES AREA COUNSELING AND RECOVERY AGENCY**

WHEREAS, Ontario County Mental Health has been notified by the NYS Office of Alcoholism and Substance Abuse Services of pass-through funding for Finger Lakes Area Counseling and Recovery Agency for professional services; and

WHEREAS, The State Aid Funding Authorization Letter for Ontario County currently reflects \$1,572,684 of State and Federal funds as well as the required \$68,107 of the County Local Share, towards services in connection with the provision of Community Alcoholism and Substance Abuse Services; and

WHEREAS, Sufficient funds exist within the 2022 budget for this contract which will encompass the period of January 1, 2022 through December 31, 2022; and

WHEREAS, The funds being funneled through Ontario County and NYS Office of Addiction Services and Supports (OASAS) are indeed, in part, Federal Aid which constitutes a “sub-award” to a “sub-recipient” and there are additional requirements for documentation that must be fulfilled in order to obtain the federal funds; and

WHEREAS, The Director of Community Services, The Ontario County Community Services Board and The Health and Human Services Committee have reviewed this proposal and recommend its acceptance; now, therefore, be it

RESOLVED, That upon review and approval by the County Attorney as to form, the Board of Supervisors hereby approves this agreement with Finger Lakes Area Counseling and Recovery Agency for the amount designated by NYS OASAS State Aid Funding Authorization, which is currently \$1,504,577; and a County contribution of \$68,107 for a total of \$1,572,684; and further

RESOLVED, That the County Administrator is hereby authorized to execute the agreement and execute any other documents necessary to effectuate the purpose of this resolution on behalf of the Board of Supervisors; and further

RESOLVED, That the Department of Finance is authorized to make the necessary accounting and budget entries to effect the intent of this resolution.

**RESOLUTION NO. 88-2022  
AUTHORIZATION FOR PROFESSIONAL CONSULTANT CONTRACT  
LAKEVIEW HEALTH SERVICES, INC.**

WHEREAS, Ontario County Mental Health has been notified by the NYS Office of Mental Health of pass-through funding to Lakeview Health Services, Inc. for professional consultant services; and

WHEREAS, The State Aid Letter for Ontario County currently reflects \$1,260,238 of State Aid for the provision of Community Support Services; and

WHEREAS, Sufficient funds exist within the 2022 budget for this contract, which will encompass the period of January 1, 2022 through December 31, 2022; and

WHEREAS, The Director of Community Services, The Ontario County Community Services Board and The Health and Human Services Committee have reviewed this proposal and recommend its acceptance; now, therefore, be it

RESOLVED, That upon review and approval by the County Attorney as to form, the Board of Supervisors hereby approves this agreement with Lakeview Health Services, Inc. for the amount designated by NYS OMH State Aid Letter, which is currently \$1,260,238; and further

RESOLVED, That the County Administrator is hereby authorized to execute the agreement and any other documents necessary to effectuate the purpose of this resolution on behalf of the Ontario County Board of Supervisors; and further

RESOLVED, That the Department of Finance is authorized to make the necessary accounting and budget entries to effect the intent of this resolution.

**RESOLUTION NO. 89-2022  
AUTHORIZATION FOR PROFESSIONAL CONSULTANT CONTRACT  
WILLIAM E MITCHELL, PSYD**

WHEREAS, Ontario County Mental Health desires to renew the professional consultant service contract with William E Mitchell, PsyD for services related to the provision of Psychology Consultation Services; and

WHEREAS, Sufficient funds exist within the 2022 budget for this contract, which will encompass the period of January 1, 2022 through December 31, 2022; and

WHEREAS, The Director of Community Services, The Ontario County Community Services Board and The Health and Human Services Committee have reviewed this proposal and recommend its acceptance; now, therefore, be it

RESOLVED, That upon review and approval by the County Attorney as to form, the Board of Supervisors hereby approves the agreement with William E Mitchell, PsyD at an hourly rate of \$130 with the total cost not to exceed \$28,430, as detailed in Schedule A of the contract; and further

RESOLVED, That the County Administrator is hereby authorized to execute said agreement and execute any other documents necessary to effectuate the purpose of this resolution on behalf of the Ontario County Board of Supervisors; and further

RESOLVED, That the Department of Finance is authorized to make the necessary accounting and budget entries to effect the intent of this resolution.

**RESOLUTION NO. 90-2022  
AUTHORIZATION FOR PROFESSIONAL CONSULTANT CONTRACT  
CLIFTON SPRINGS HOSPITAL AND CLINIC**

WHEREAS, Ontario County Mental Health has been notified by the NYS Office of Mental Health of pass-through funding to Clifton Springs Hospital and Clinic for professional consultant services; and

WHEREAS, The State Aid Letter for Ontario County currently reflects \$27,917 of State Aid for the provision of Comprehensive Psychiatric Emergency Program Services, which does not require a County contribution; and

WHEREAS, Sufficient funds exist within the 2022 budget for this contract, which will encompass the period of January 1, 2022 through December 31, 2022; and

WHEREAS, The Director of Community Services, The Ontario County Community Services Board and The Health and Human Services Committee have reviewed this proposal and recommend its acceptance; now, therefore, be it

RESOLVED, That upon review and approval by the County Attorney as to form, the Board of Supervisors hereby approves this agreement with Clifton Springs Hospital and Clinic for the amount designated by NYS OMH State Aid Letter, which is currently \$27,917; and further

RESOLVED, That the County Administrator is hereby authorized to execute said agreement and any other documents necessary to effectuate the purpose of this resolution on behalf of the Ontario County Board of Supervisors; and further

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RESOLVED, That the Department of Finance is authorized to make the necessary accounting and budget entries to effect the intent of this resolution.

**RESOLUTION NO. 91-2022**  
**AUTHORIZATION FOR PROFESSIONAL CONSULTANT CONTRACT**  
**DEBORAH HALL, PHD**

WHEREAS, There is a demand for Psychology Services in the Ontario County Mental Health Program that serves the needs of the Ontario County Residents; and

WHEREAS, The Mental Health Department desires to renew the consultant contract with Deborah Hall, PhD for professional services related to the provision of Psychology Consultation Services; and

WHEREAS, Sufficient funds exist within the 2022 budget for this contract which will encompass the period of January 1, 2022 through December 31, 2022; and

WHEREAS, The Director of Community Mental Health Services, The Ontario County Community Services Board and The Health and Human Services Committee have reviewed this proposal and recommend its acceptance; now, therefore, be it

RESOLVED, That upon review and approval by the County Attorney as to form, the Board of Supervisors hereby approves of the agreement with Deborah Hall, PhD at an hourly rate of \$127 with the total cost not to exceed \$11,070, as detailed in Schedule A of the contract; and further

RESOLVED, That the County Administrator is hereby authorized to execute said agreement and execute any other documents necessary to effectuate the purpose of this resolution on behalf of the Ontario County Board of Supervisors; and further

RESOLVED, That the Department of Finance is authorized to make the necessary accounting and budget entries to effect the intent of this resolution.

**RESOLUTION NO. 92-2022**  
**AUTHORIZATION FOR PROFESSIONAL CONSULTANT CONTRACT**  
**ANDREA FAULKNER, MD**

WHEREAS, There is a demand for psychiatric services in the Ontario County Mental Health Program that serves the needs of the Ontario County Residents; and

WHEREAS, The Mental Health Department desires to renew the consultant contract with Andrea Faulkner, MD for professional services related to the provision of Psychiatric Consultation Services; and

WHEREAS, There is sufficient funds within the 2022 budget for this contract which will encompass the period of January 1, 2022 through December 31, 2022; and

WHEREAS, The Director of Community Mental Health Services, The Ontario County Community Services Board and The Health and Human Services Committee have reviewed this proposal and recommend its acceptance; now, therefore, be it

RESOLVED, That upon review and approval by the County Attorney as to form, the Board of Supervisors hereby approves this agreement with Andrea Faulkner, MD at an hourly rate of \$200 with the total cost not to exceed \$140,000, as detailed in Schedule A of the contract; and further

RESOLVED, That the County Administrator is hereby authorized to execute said agreement and any other documents necessary to effectuate the purpose of this resolution on behalf of the Ontario County Board of Supervisors; and further

RESOLVED, That the Department of Finance is authorized to make the necessary accounting and budget entries to effect the intent of this resolution.

**RESOLUTION NO. 93-2022  
PROFESSIONAL SERVICE CONTRACT WITH  
PARTNERSHIP FOR ONTARIO COUNTY**

WHEREAS, Ontario County Mental Health has been notified by the NYS Office of Alcoholism and Substance Abuse Services of pass-through funding for the Partnership for Ontario County Inc.; and

WHEREAS, The State Aid Funding Authorization Letter for Ontario County currently reflects \$258,157 towards services in connection with Youth Club Services to Adolescents; and

WHEREAS, Sufficient funds exist within the 2022 budget for this contract, which will encompass the period of January 1, 2022 through December 31, 2022; and

WHEREAS, The Director of Community Services, the Ontario County Community Services Board and the Health and Human Services Committee support the acceptance of the pass-through funding; now, therefore, be it

RESOLVED, That upon review and approval by the County Attorney as to form, the Board of Supervisors hereby approves this agreement with the Partnership for Ontario County for the amount designated by NYS OASAS State Aid Funding Authorization, which is currently \$258,157; and further

RESOLVED, That the County Administrator is hereby authorized to execute the agreement and any other documents necessary to effectuate the purpose of this resolution on behalf of the Board of Supervisors; and further

RESOLVED, That the Department of Finance is authorized to make the necessary accounting and budget entries to effect the intent of this resolution.

**RESOLUTION NO. 94-2022**  
**PROFESSIONAL SERVICE CONTRACT WITH**  
**NYSARC, INC., ONTARIO COUNTY CHAPTER**

WHEREAS, Ontario County Mental Health has been notified by the NYS Office of Mental Health of pass-through funding to NYSARC, Inc., Ontario County Chapter for professional services; and

WHEREAS, The State Aid Letter for Ontario County currently reflects \$70,505 of State Aid for the provision of Pathways Plus Services and the County's contribution of \$262,429; and

WHEREAS, Sufficient funds exist within the 2022 budget for this contract, which will encompass the period of January 1, 2022 through December 31, 2022; and

WHEREAS, The Director of Community Mental Health Services, The Ontario County Community Services Board and The Health and Human Services Committee have reviewed this proposal and recommend its acceptance; now, therefore, be it

RESOLVED, That upon review and approval by the County Attorney as to form, the Board of Supervisors hereby approves the agreement with NYSARC, Inc., Ontario County Chapter for the amount designated by NYS OMH State Aid Letter, which is currently \$70,505 and a County contribution of \$262,429 for a total of \$332,934; and further

RESOLVED, That the County Administrator is hereby authorized to execute the agreement and any other documents necessary to effectuate the purpose of this resolution on behalf of the Ontario County Board of Supervisors; and further

RESOLVED, That the Department of Finance is authorized to make the necessary accounting and budget entries to effect the intent of this resolution.

**RESOLUTION NO. 95-2022**  
**AUTHORIZATION FOR CONTRACT ROCHESTER REGIONAL HEALTH**  
**HOME-BASED CRISIS INTERVENTION PROGRAM**

WHEREAS, Ontario County desires to contract with Rochester Regional Health System for services aimed at children and adolescents at risk of psychiatric hospitalization and/or out of home placement; and

WHEREAS, Rochester Regional Health System's Home-Based Crisis Intervention program would provide intensive supports to children and their families; and

WHEREAS, The contract is directly with Ontario County Mental Health Department, but funds from other County departments including the Probation Department and the Department of Social Services will be used to cover the cost; and

WHEREAS, Sufficient funds exist within the 2022 budget, which will encompass the period of January 1, 2022 through December 31, 2022; and

WHEREAS, The Departments of Social Services and Probation will pay the Department of Mental Health \$8,500 for each child they directly refer to the program; and

WHEREAS, The Director of Community Mental Health Services, The Ontario County Community Services Board and the Health and Human Services Committee have reviewed this proposal and recommend its acceptance; now, therefore, be it

RESOLVED, That upon review and approval by the County Attorney as to form, the Board of Supervisors hereby approves an agreement with Rochester Regional Health System at a cost not to exceed \$103,012; and further

RESOLVED, That the County Administrator is hereby authorized to execute said agreement and any other documents necessary to effectuate the purpose of this resolution on behalf of the Ontario County Board of Supervisors; and further

RESOLVED, That the Department of Finance is authorized to make the necessary accounting and budget entries to effect the intent of this resolution.

The foregoing block of twelve resolutions was adopted.

Supervisor Daniel Marshall offered the following resolution and moved for its adoption, seconded by Supervisor Tamara Hicks:

**RESOLUTION NO. 96-2022**  
**CONTRACT WITH TENELEVEN GROUP, INC. FOR**  
**ELECTRONIC CASE RECORD (eCR)**

WHEREAS, There is a need for continued utilization of an Integrated Software and Maintenance program, in a hosted installation, to support the daily Mental Health Department operations; and

WHEREAS, TenEleven Group, Inc. has been providing an Electronic Case Record (eCR) that integrates scheduling, clinical documentation, electronic prescribing, billing and reporting to the Department of Mental Health; and

WHEREAS, TenEleven Group, Inc., will continue to provide implementation of software components required for billing, electronic prescribing and clinical

documentation that streamline workflow, optimize revenue and increase regulatory compliance for 2022; and

WHEREAS, The Community Services Board and the Health and Human Services Committee recommend this service agreement, renewable annually, for software maintenance and support for the period January 1, 2022, to December 31, 2022; now, therefore, be it

RESOLVED, That upon review and approval by the County Attorney as to form, the Board of Supervisors hereby approves the agreement with TenEleven Group, Inc. at a cost of \$83,585; and further

RESOLVED, That the County Administrator is hereby authorized to execute the agreement and any other documents necessary to effectuate the purpose of this resolution on behalf of the Board of Supervisors; and further

RESOLVED, That the Department of Finance is authorized to make the necessary accounting and budget entries to effect the intent of this resolution.

Adopted.

Supervisor Daniel Marshall offered the following resolution and moved for its adoption, seconded by Supervisor Tamara Hicks:

**RESOLUTION NO. 97-2022  
AUTHORIZATION OF AGREEMENT  
BETWEEN CANANDAIGUA SCHOOLS AND MENTAL HEALTH  
FOR SCHOOL SATELLITE LOCATION**

WHEREAS, There is a need for additional mental health services to school aged children; and

WHEREAS, Canandaigua Schools District desires to serve as a satellite location for Ontario County Mental Health to provide outpatient mental health services to school aged children in the District at a school-based mental health clinic established pursuant to Education Law Section 414(1)(j) located in certain school buildings; and

WHEREAS, The District requires the services of the Clinic to address student mental health needs and both parties have agreed that the Clinic will establish a school-based mental health clinic for District's students at certain Canandaigua schools; and

WHEREAS, Ontario County Mental Health will generate revenue through insurance billing/patient fees for these services; and

WHEREAS, The Health and Human Services Committee approves this agreement; now, therefore, be it

RESOLVED, That upon review and approval by the County Attorney as to form, the Board of Supervisors hereby approves the agreement with Canandaigua Schools for the establishment of a school-based mental health clinic located in certain school buildings; and further

RESOLVED, That the County Administrator is authorized to sign the agreement.

Adopted.

Supervisor Daniel Marshall offered the following resolution and moved for its adoption, seconded by Supervisor Tamara Hicks:

**RESOLUTION NO. 98-2022  
APPOINTMENT - ONTARIO COUNTY YOUTH BOARD  
JUDE J. RISCHPATER**

BE IT RESOLVED, That this Board of Supervisors does hereby approve the following appointments to the Ontario County Youth Board:

- Jude J. Rischpater, 17 Lyons Street, Naples, New York 14512, with the term expiring on February 22, 2025; and further

RESOLVED, That certified copies of this resolution be sent to Mr. Rischpater, Youth Bureau and the County Clerk.

Adopted.

Supervisor Andrew Wickham offered the following three resolutions as a block and moved for its adoption, seconded by Supervisor David Phillips:

**RESOLUTION NO. 99-2022  
AWARD OF QUOTE Q22030 AND AUTHORIZATION TO CONTRACT  
ON-SITE MOBILE DOCUMENT DESTRUCTION SERVICES**

WHEREAS, Ontario County requires secure destruction of sensitive documents generated by various County departments; and

WHEREAS, The Ontario County Board of Supervisors has adopted a Solid Waste Management Plan that calls for increased diversion and responsible disposal of waste generated by Ontario County facilities; and

WHEREAS, Source separation of shredded documents reduces the potential of improper disposal; and

WHEREAS, A request for quotes for on-site document destruction services was released, duly advertised, and opened by the Purchasing Department as quote (Q22030); and

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WHEREAS, The quote dated January 13, 2022 submitted by Shred Text Inc. has been determined to be the low responsive/responsible quote, a copy of which is on file with the Clerk of this Board; and

WHEREAS, The cost of this shredding is covered within the budgets of the Departments utilizing the service; and

WHEREAS, The Planning & Environmental Quality Committee has reviewed this resolution and recommends approval; now, therefore, be it

RESOLVED, That upon review and approval by the County Attorney as to form, the Board of Supervisor’s hereby accepts the proposal and approves the contract with Shred Text Inc., for the services and prices referenced in the quote on file with the clerk of this Board; and further

RESOLVED, That the County Administrator be, and hereby is, authorized and empowered to execute the contract with Shred Text, and all other documents necessary to effectuate the purpose of this resolution; and further

RESOLVED, That the term of said contract will be awarded for a one-year period starting on March 1, 2022 and ending on February 28, 2023, with the option to renew for 2 additional twelve-month periods; and further

RESOLVED, That the Department of Finance is directed to make all necessary budgetary and accounting entries to effect the intent of this resolution.

**RESOLUTION NO. 100-2022  
REAPPOINTMENT OF DOUGLAS DELLO STRITTO TO THE  
ONTARIO COUNTY PLANNING BOARD**

WHEREAS, Mr. Dello Stritto was appointed to the Ontario County Planning Board for a term to expire December 8, 2026; and

WHEREAS, The above named individual failed to take their oath of office in a timely manner, and such failure disqualified the appointment; now, therefore, be it

RESOLVED, That as of February 11, 2022, the following individual is re-appointed as a member of the Ontario County Planning Board:

Name and Address	Representing	Term Expires
Douglas Dello Stritto 50 Scotland Road Canandaigua NY 14424	City of Canandaigua	February 10, 2027

and instructed to take his oath of office; and further

RESOLVED, That certified copies of this resolution be sent by the Clerk of this Board, to the County Clerk, the Canandaigua City Council, and Douglas Dello Stritto.

**RESOLUTION NO. 101-2022  
AUTHORIZATION TO ACCEPT  
ENVIRONMENTAL PROTECTION FUND GRANT FROM  
THE NEW YORK STATE OFFICE OF PARKS RECREATION AND  
HISTORIC PRESERVATION FOR IMPROVEMENTS  
AT ONTARIO COUNTY BEACH PARK**

WHEREAS, Ontario County completed a master plan for Ontario County Beach Park (Park) that identified needed improvements to existing facilities and expand recreational opportunities for persons of all abilities; and

WHEREAS, Ontario County applied for and has been awarded a New York Office of Parks Recreation and Historic Preservation Environmental Protection Fund for, Preservation and Heritage EPF # 219542 grant (Grant) up to \$500,000 which requires a 100% local match; and

WHEREAS, The grant will be used to undertake improvements that include, a new fishing pier and viewing deck, renovated restrooms, small picnic pavilion, parking lot renovation, sidewalks, access to kayak launch and green stormwater infrastructure; and

WHEREAS, The Public Works, the Planning, Environmental Quality and Ways and Means Committees have reviewed this resolution and recommend acceptance of said Grant; now, therefore, be it

RESOLVED, That Ontario County hereby accepts the Environmental Protection Fund for Parks, Preservation and Heritage EPF # 219542 grant in an amount not to exceed \$500,000 for the project described in the grant application; and further

RESOLVED, That County Board of Supervisors agrees to the terms and conditions of the Master Contract #PRK01-C19542GG-1290000 with the Office of Parks Recreation and Historic Preservation for such development of Ontario County Beach Park for a term beginning on December 14, 2021 and ending on December 13, 2026; and further

RESOLVED, That upon review and approval of the County Attorney as to form, the Board of Supervisors, hereby approves Master Contract #PRK01-C19542GG-1290000 with the Office of Parks Recreation and Historic Preservation; and further

RESOLVED, That if a no cost time extension of up to six months is necessary, the Board of Supervisors hereby approves such extension subject to review and approval by the Public Works and Planning and Environmental Quality Committees; and further

RESOLVED, That the County Administrator be, and hereby is, authorized and empowered to execute the Master Contract, and all other documents necessary to effectuate the purposes of this resolution; and further

RESOLVED, That a certified copy of this resolution be sent by the Clerk of this Board to the NYS Office of Parks, Recreation and Historic Preservation.

The foregoing block of three resolutions was adopted.

Supervisor Robert Green offered the following nine resolutions as a block and moved for its adoption, seconded by Supervisor Todd Campbell:

**RESOLUTION NO. 102-2022**  
**AUTHORIZATION TO EXTEND SECOND**  
**UPSTATE QUALITY IMPROVEMENT AND CASELOAD REDUCTION**  
**GRANT (C2ND632) FROM OFFICE OF INDIGENT LEGAL SERVICES**

WHEREAS, Pursuant to Resolution No. 93-2019, this Board of Supervisors authorized Ontario County to accept an award of \$300,000 from the State of New York Office of Indigent Legal Services for funding distributed by the Indigent Legal Services Board, Second Upstate Quality Improvement and Caseload Reduction Grant (Contract No. C2ND632, MUNIS #11701909, CFDA# n/a), for a term commencing on July 1, 2017 through June 30, 2020; and

WHEREAS, Resolution No. 337-2020 extended this grant through June 30, 2021; and

WHEREAS, The Ontario County Public Defender would like to request and extension of this grant through June 30, 2022; and

WHEREAS, It is advantageous for Ontario County to extend this grant to improve the quality of indigent defense services in Ontario County through the Ontario County Public Defender's Office with no county match requirement; and

WHEREAS, The Public Safety and Ways and Means Committees have reviewed this request and recommend the grant extension; now, therefore, be it

RESOLVED, That the Indigent Legal Services Grant (C2ND632) that will expire on June 30, 2021 be extended for an additional twelve months starting July 1, 2021 through June 30, 2022; and further

RESOLVED, That the County's Department of Finance is authorized to make the necessary budgetary and accounting entries to effectuate the intent of this resolution; and further

RESOLVED, That the County Administrator is authorized to sign contract documents with the New York State Office of Indigent Legal Services; and further

RESOLVED, That a copy of this resolution be emailed to the Public Defender's Office.

**RESOLUTION NO. 103-2022**  
**2022 ATI ADVISORY BOARD APPOINTMENTS**

BE IT RESOLVED, The Ontario County Board of Supervisors hereby approves the appointments of the following individuals to the ATI Advisory Board for the term January 1, 2022 through December 31, 2022, as listed below:

- Todd Campbell, W. Bloomfield Town Supervisor, Chair
- (Appointed as such by the Chairman of the Board of Supervisors)
- Robert Green, Bristol Town Supervisor, Vice-Chair
- Honorable Frederick Reed, County Court Judge
- Justice Morris Lew, Farmington Town Court
- Christopher DeBolt, County Administrator
- James Ritts, District Attorney
- Robert Zimmerman, Esq. (Defense Counsel)
- Leanne Lapp, Public Defender
- Philip Povero, Ontario County Sheriff
- Ginny Gumaer-Muller, Probation Supervisor (ATI)
- Christian Smith, Chief Corrections Officer
- Jennifer Lewis, Victims Assistance Coordinator
- Jeffrey Rougeux, Probation Director
- Jessica Mitchell, Director, Community Mental Health Services
- Jennifer Carlson, Executive Director, FLACRA
- Betsey Lee, Drug Court Coordinator
- Christopher Pridmore, Community Representative
- Tina Rossman, Youth Court Program Director

RESOLVED, That certified copies of this resolution be sent by the Clerk of this Board to the County Clerk and each appointee.

**RESOLUTION NO. 104-2022**  
**SEX OFFENDER EVALUATIONS, RISK ASSESSMENTS AND GROUPS**  
**FOR PROBATION-REINTEGRATION MENTAL HEALTH COUNSELING**  
**FOR PROBATION - 2022**

WHEREAS, Ontario County Probation Department would like to contract with Sexual Behaviors Outreach Consultants to provide services which will evaluate and assess the risk level and treatment needs of sex offenders; and

WHEREAS, Reintegration Mental Health Counseling will provide these evaluations and assessments to the Probation Department at a rate of \$200.00 per evaluation; and

WHEREAS, Funding for the services are included in the 2022 budget; and

WHEREAS, The Public Safety Committee has reviewed and approved entering into said contract; now, therefore, be it

RESOLVED, That upon review and approval by the County Attorney as to form, this Board of Supervisors authorizes the County Administrator to execute a contract covering the period of January 1, 2022 through December 31, 2022, with Reintegration

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Mental Health Counseling to provide said services outlined in the Schedule A for an amount not to exceed \$6000.

**RESOLUTION NO. 105-2022  
CAYUGA HOME FOR CHILDREN (AKA CAYUGA CENTERS)  
FOR MULTI-SYSTEMIC THERAPY FOR  
RAISE THE AGE SERVICES - 2022**

WHEREAS, Beginning October 1, 2018, New York State Law, Raise The Age, resulted in an increase in probation services to be provided to 16 and 17 year old youth; and

WHEREAS, The Cayuga Home for Children aka Cayuga Centers has successfully provided Multi-Systemic Therapy to Ontario County Department of Social Services; and

WHEREAS, The Probation Department has planned to use the Multi-Systemic Therapy to avoid additional costs in staffing and placement services of Raise The Age Youth; and

WHEREAS, New York State has approved reimbursement of Ontario County's cost for the services provided by the Cayuga Centers Functional Family Therapy; and

WHEREAS, The Public Safety Committee recommends the County enter into an agreement with Cayuga Centers; now, therefore, be it

RESOLVED, That the agreement is subject to review and approval of the County Attorney's Office as to form, this Board of Supervisors does hereby authorize an agreement with, Cayuga Home for Children, 49 Kearney Avenue, Auburn, NY 13021, for the period January 1, 2022 through December 31, 2022; at a cost not to exceed \$140,547.50; and further

RESOLVED, The County Administrator be, and hereby is, authorized and empowered to execute said contract and all other documents necessary to effectuate the purposes of this resolution.

**RESOLUTION NO. 106-2022  
RAISE THE AGE  
CAYUGA HOME FOR CHILDREN (AKA CAYUGA CENTERS)  
FOR FUNCTIONAL FAMILY THERAPY SERVICES**

WHEREAS, Effective October 1, 2018, New York State Law, Raise The Age, resulted in an increase in probation services to be provided to 16 and 17 year old youth; and

WHEREAS, The Cayuga Home for Children aka Cayuga Centers has successfully provided Functional Family Therapy to Ontario County Department of Social Services; and

WHEREAS, The Probation Department continues to use the Functional Family Therapy to avoid additional costs in staffing and placement services of Raise The Age Youth; and

WHEREAS, New York State has approved reimbursement of Ontario County's cost for the services provided by the Cayuga Centers Functional Family Therapy; and

WHEREAS, The Public Safety Committee recommends the County enter into an agreement with Cayuga Centers; now, therefore, be it

RESOLVED, That the agreement is subject to review and approval of the County Attorney's Office as to form, this Board of Supervisors does hereby authorize an agreement with, Cayuga Home for Children, 49 Kearney Avenue, Auburn, NY 13021, for the period January 1, 2022 through December 31, 2022; at a cost not to exceed \$133,822.50; and further

RESOLVED, The County Administrator be, and hereby is, authorized and empowered to execute said contract and all other documents necessary to effectuate the purposes of this resolution.

**RESOLUTION NO. 107-2022  
CENTER FOR DISPUTE SETTLEMENT FOR  
JUVENILE JUSTICE RESTORATIVE CONFERENCES - 2022**

WHEREAS, Effective October 1, 2018, New York State Law, Raise The Age, resulted in an increase in probation services to be provided to 16 and 17 year old youth; and

WHEREAS, Center for Dispute Settlement provides Juvenile Justice Restorative Conferences in Ontario County; and

WHEREAS, The Probation Department has plans to continue using the Juvenile Justice Restorative Conferences to avoid the high cost of detention for Raise the Age Youth; and

WHEREAS, New York State has approved reimbursement of Ontario County's cost for the services provided by the Center for Dispute Settlement; and

WHEREAS, The Public Safety Committee recommends the County enter into an agreement with Center for Dispute Settlement; now, therefore, be it

RESOLVED, That the agreement is subject to review and approval of the County Attorney's Office as to form, this Board of Supervisors does hereby authorize an

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agreement with, Center for Dispute Settlement, 120 N. Main Street, Canandaigua, NY 14424, for the period January 1, 2022 through December 31, 2022; at a cost not to exceed \$6000; and further

RESOLVED, The County Administrator be, and hereby is, authorized and empowered to execute said contract and all other documents necessary to effectuate the purposes of this resolution.

**RESOLUTION NO. 108-2022**  
**YOUTH ADVOCATE PROGRAM FOR RAISE THE AGE - 2022**

WHEREAS, Effective October 1, 2018, New York State Law, Raise The Age, resulted in an increase in probation services to be provided to 16 year old youth; and

WHEREAS, Effective October 1, 2019, the Raise the Age law added the same services for 17-year-old youth; and

WHEREAS, The Youth Advocate Program, Inc. provides mentoring and family stabilization services throughout the Finger Lakes; and

WHEREAS, The Ontario County Probation Department has several years of experience with the program through the Department of Social Services; and

WHEREAS, The Probation Department has successfully used the program for Raise the Age Youth; and

WHEREAS, New York State has approved reimbursement of Ontario County's cost for the services provided by the Youth Advocate Program, Inc.; and

WHEREAS, The Public Safety Committee recommends the County enter into an agreement with Youth Advocate Program, Inc.; now, therefore, be it

RESOLVED, That the agreement is subject to review and approval of the County Attorney's Office as to form, this Board of Supervisors does hereby authorize an agreement with, Youth Advocate Program, Inc., 2007 N Third Street, Harrisburg, PA 17102 for the period January 1, 2022 through December 31, 2022; at a cost not to exceed \$50,000; and further

RESOLVED, The County Administrator be, and hereby is, authorized and empowered to execute said contract and all other documents necessary to effectuate the purposes of this resolution.

**RESOLUTION NO. 109-2022**  
**CORRECTION TO RESERVE ACCOUNT TRANSFER**

WHEREAS, Resolution No. 610-2020 authorized funding of certain public safety equipment; and

WHEREAS, Revenue was received from Homeland Security and incorrectly deposited to the Federal Forfeiture Reserve; and

WHEREAS, During the reconciliation process with the Federal Equitable Sharing Plan this funding was found to be not eligible for the Federal Forfeiture Reserve; and

WHEREAS, The revenue was moved to the Sheriff’s Crime Proceeds Reserve as a part of the 2020-year end process; and

WHEREAS, The expense for the public safety equipment was not moved to the Sheriff’s Crime Proceeds Reserve; now, therefore, be it

RESOLVED, That the Ontario County Board of Supervisors authorizes a transfer of the expense for the equipment authorized in 2020 and purchased in 2021; and further

RESOLVED, That the following journal entry be made effective December 31, 2021:

TO:		DEBIT	CREDIT
AAR302 52500	Equipment – Law Enforcement	139,000.00	
AAR301 52500	Equipment – Law Enforcement		139,000.00

and further

RESOLVED, that the Department of Finance is authorized to make all necessary budgetary and accounting entries to effectuate the intent of this resolution.

**RESOLUTION NO. 110-2022  
AUTHORIZATION OF EXTENSION AGREEMENT WITH  
CHESHIRE VOLUNTEER FIRE DEPARTMENT  
FOR TEMPORARY STORAGE OF COUNTY VEHICLE(S)**

WHEREAS, Resolution No. 576-2021 authorized a contract with the Cheshire Volunteer Fire Department for temporary storage to maintain convenient access to Ontario County (“County”) vehicles during maintenance of a County storage facility; and

WHEREAS, There is a need for additional use and occupancy; and

WHEREAS, The original agreement provides that the Cheshire Volunteer Fire Department has offered its facilities for said storage at no charge to the County; and

WHEREAS, The Public Safety Committee has reviewed this resolution and recommends its approval; now, therefore, be it

RESOLVED, That upon review and approval of the County Attorney as to form, the Ontario County Board of Supervisors hereby approves an extension agreement with the Cheshire Volunteer Fire Department for temporary vehicle storage for a term of February 1, 2022 through December 31, 2022; and further

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RESOLVED, That the County Administrator is authorized and empowered to sign the agreement and any other documents necessary to effectuate the purpose of this resolution.

The foregoing block of nine resolutions was adopted.

Supervisor Peter Ingalsbe offered the following two resolutions as a block and moved for its adoption, seconded by Supervisor Norman Teed:

**RESOLUTION NO. 111-2022  
AWARD BID B22023 TO HOME TOWNE ENERGY FOR  
PURCHASE OF GASOLINE**

WHEREAS, The bid issued by New York State Office of Governmental Services (OGS) received no bids for gasoline products for Ontario County; and

WHEREAS, The current provider agreed to extend the previous OGS contract for Ontario County for 90 days until March 17, 2022 allowing time for a bid to be issued and awarded by the county; and

WHEREAS, This also left municipalities and school districts in Ontario County without a supplier for gasoline products after that date, therefore bid (B22023) was issued by Ontario County based on estimated usage for the county as well as municipalities and school districts affected; and

WHEREAS, Home Towne Energy was the apparent low responsible bidder at a markup of \$.20 per gallon based on the OPIS index at the time of delivery; and

WHEREAS, The Public Works committee has reviewed this recommendation and agrees with awarding bid (B22023) to Home Towne Energy; now, therefore, be it

RESOLVED, That bid (B22023) be awarded to Home Towne Energy, 768 Brook Ave, Rochester, New York 14619, at a markup of \$.20 per gallon based on the OPIS index for one year starting March 1, 2022, ending February 28, 2023 with the option to renew for two (2) additional twelve (12) months if mutually agreeable to both parties; and further

RESOLVED, That a certified copy of this resolution be sent to Home Towne Energy: [roth@hometownenergy.com](mailto:roth@hometownenergy.com) by the clerk of this Board.

**RESOLUTION NO. 112-2022  
AWARD OF BID – OEM REPLACEMENT PARTS & RELATED SERVICES  
FOR FLEET VEHICLES & EQUIPMENT (B22027)**

WHEREAS, The Purchasing Department advertised for and received per tabulation sheet on file with the Clerk of the Board, sealed bids (B22027) for the purchase of OEM replacement parts and related services for Fleet vehicles and equipment; and

WHEREAS, The Purchasing Department recommends award to all bidders; and

WHEREAS, The Public Works Committee has reviewed this resolution and recommends its approval; now, therefore, be it

RESOLVED, The County hereby awards OEM vehicle replacement parts and related services for Fleet vehicles and equipment to the following low responsible, responsive bidders:

DJM Equipment, Inc. 7216 Palmyra Road Fairport, New York 14450	Jeff Russell Painting (dba Krown) 2524 Routes 5&20 Stanley, NY 14561
Kenworth Northeast Group 25 Airline Drive Rochester, NY 14624	Southworth-Milton 100 Quarry Drive Milford, MA 01757
Conway Beam Truck Group 2654 West Henrietta Road Rochester, New York 14623	Empire Emergency Apparatus 3995 Lockport Road Niagara Falls, NY 14305
Regional International Inc. 1007 Lehigh Station Road Henrietta, New York 14467	Shepard Bros. Inc. 200 Eastern Blvd Canandaigua, NY 14424
Genesee Valley Ford - Avon 1675 Intestate Drive Avon, NY 14414	Sanico Cleaning Solutions 156 Corporate Drive Binghamton, NY 13904
Ultimate Undercoat and Accessories 6915 NY-5 Bloomfield, NY 14469	Monroe Tractor 1001 Lehigh Station Road – PO BOX 370 Henrietta, NY 14467
D&W Diesel Inc 1503 Clark Street Road Auburn, NY 13021	Cyncon Equipment Co Inc 7494 W Henrietta Road Rush, NY 14543
Saxby Implement Corp. 180 Mendon Victor Road Mendon, NY 14506	Joe Johnson Equipment 62 Lagrange Avenue Rochester, NY 14613
Ewing Lettering and Graphics 6101 Loomis Road Farmington, NY 14425	Alta Equipment Co. 4554 W Saile Drive Batavia, NY 14020
Finger Lakes Chemical (dba Finger Lakes Castle) 420 St. Paul Street Rochester, NY 14605	Upstate Equipment (dba Bobcat of Buffalo) 6830 South Transit Road Lockport, NY 14094
Farnsworth Chevrolet 2350 Rochester Road Canandaigua, NY 14424	Toyota Lift Northeast PO Box 21996 New York City, NY 10087

and further

RESOLVED, That said award shall be effective starting on April 1, 2022 and ending on March 31, 2023.

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The foregoing block of two resolutions was adopted.

Supervisor Peter Ingalsbe offered the following nine resolutions as a block and moved for its adoption, seconded by Supervisor Christopher Vastola:

**RESOLUTION NO. 113-2022  
AUTHORIZATION TO RENEW BID B20004  
DECALS & LETTERING OF COUNTY VEHICLES**

WHEREAS, Resolution No. 147-2020 awarded bid (B20004) for decals & lettering of County vehicles to Ewing Graphics; and

WHEREAS, Resolution No. 47-2021 renewed said Bid for the period of March 6, 2021 to March 5, 2022; and

WHEREAS, Ewing Graphics, 101 Loomis Road, Farmington, NY 14425, has agreed to a 12-month renewal at the current price structure; and

WHEREAS, The Purchasing Department recommends this bid renewal; and

WHEREAS, The Public Works Committee has reviewed this resolution and recommends its approval; now, therefore, be it

RESOLVED, The Ontario County Board of Supervisors hereby authorizes the renewal of bid B20004 to Ewing Graphics for decals & lettering of County vehicles beginning March 6, 2022 through March 5, 2023.

**RESOLUTION NO. 114-2022  
AUTHORIZATION TO RENEW QUOTE Q21037  
REPLACEMENT OF WINDSHIELDS ON COUNTY VEHICLES**

WHEREAS, Resolution No. 198-2021 awarded quote (Q21037) for the replacement of windshields on County vehicles to FB Glass; and

WHEREAS, FB Glass, 1184 Emerson Street, Suite 1, Rochester, NY 14606, has agreed to a 12-month renewal at the current price structure; and

WHEREAS, The Purchasing Department recommends this quote renewal; and

WHEREAS, The Public Works Committee has reviewed this resolution and recommends its approval; now, therefore, be it

RESOLVED, The Ontario County Board of Supervisors hereby authorizes the renewal of quote (Q21037) to FB Glass for the replacement of windshields on County vehicles beginning April 3, 2022 through April 2, 2023.

**RESOLUTION NO. 115-2022  
ONTARIO BEACH PARK KAYAK LAUNCH INSTALLATION  
FUNDING AGREEMENT WITH CANANDAIGUA LAKE WATERSHED  
COUNCIL EXTENSION AND AMENDMENT**

WHEREAS, The Canandaigua Lake Watershed Council (the “CLWC”) wants to improve access to Ontario Beach Park located at 4000 State Route 364, Canandaigua, NY 14424 through the installation of an ADA-compliant kayak walkway and parking lot improvements (the “Project”); and

WHEREAS, Ontario County entered into a funding agreement with CLWC per Resolution No. 766-2020 to improve ADA-access at Ontario Beach Park and said agreement expired on January 1, 2022; and

WHEREAS, Ontario County needs to extend the funding agreement as there is work remaining to improve ADA-access to the kayak launch and as the funding agreement is needed to assign responsibilities for the Project and to allow and establish a process for financial reimbursement by the CLWC of Project costs incurred by the County; and

WHEREAS, The funding agreement shall be amended to include the following work items: install additional parking lot and safety improvements that are deemed eligible for matching funds by the Protection and Promotion of Canandaigua Lake Phase II grant contract through the Environmental Protection Fund Local Waterfront Revitalization Program by the NYS Department of State (the “Grant”); and

WHEREAS, The total costs of the next phase of the improvements are estimated to be \$60,000; and

WHEREAS, The CLCW has at least \$30,000 of additional funds to fund this project through the Grant; and

WHEREAS, The County contribution of up to \$30,000 will be covered by in-kind services; and

WHEREAS, The Public Works Committee and Ways and Means Committee have reviewed this resolution and recommend its approval; now, therefore, be it

RESOLVED, That the following budget transfer be approved:

AA711099 54031	Renovations	+\$30,000.00
AA711099 43889	State Aid Other Culture & Rec	+\$30,000.00

and further

RESOLVED, Upon review and approval by the County Attorney as to form, the Board of Supervisors hereby approves extension and amendment of the agreement with the CLWC for reimbursement of costs expended by the County in undertaking the Project; and further

RESOLVED, That, after written notice from the Ontario County Department of Finance for all costs related to the project that can be applied to the grant’s required local

match and that are initially billed to the County, the CLWC shall reimburse the County within 30 days of receiving reimbursement from the Department of State; and further

RESOLVED, The term of the agreement shall be extended from January 2, 2022, to July 1, 2023; and further

RESOLVED, That if a no-cost time extension of up to six (6) months is necessary, the Board of Supervisors hereby approves such extension subject to review and approval by the Public Works Committee; and further

RESOLVED, The County Administrator is hereby authorized to execute the agreement and all other documents necessary to effectuate the purposes of this Resolution; and further

RESOLVED, That the Department of Finance is authorized to make all necessary budgetary and accounting entries to effect the intent of this resolution.

**RESOLUTION NO. 116-2022  
AUTHORIZE CONTRACT WITH FISHER ASSOCIATES  
FOR PROFESSIONAL SERVICES RELATIVE TO DESIGN AND PERMITTING  
OF DREDGING OPERATIONS AT DEEP RUN PARK**

WHEREAS, The County has identified the need to restore the swim area at Deep Run Park to better conform to NYS Department of Health standards; and

WHEREAS, The 2022 Capital Improvement Plan includes funding in the budget for Deep Run Dredging and Improvements (Project # CP26-20); and

WHEREAS, The Commissioner of Public Works utilized the County's On Demand Engineering Services agreement with Fisher Associates to obtain a proposal for professional services related to the design and permitting of said dredging operations; and

WHEREAS, Fisher Associates offered a proposal for these services for a cost not to exceed \$12,299.00; and

WHEREAS, The total cost is estimated to be \$13,299.00 which includes a contingency of \$1,000; and

WHEREAS, The Public Works Committee has reviewed this resolution and recommends its approval; now, therefore, be it

RESOLVED, That upon review and approval of the County Attorney as to form, the Board of Supervisors hereby approves a contract with Fisher Associates, 180 Charlotte Street, Rochester, NY 14607 at a cost not to exceed \$12,299.00; and further

RESOLVED, That the contract shall commence on February 18<sup>th</sup>, 2022 and will expire on December 31<sup>st</sup>, 2022; and further

RESOLVED, That if a no cost time extension of up to six (6) months is necessary, the Board of Supervisors hereby approves such extension subject to review and approval by the Public Works Committee; and further

RESOLVED, That the Commissioner of Public Works is authorized to make necessary adjustments and to initiate change orders to complete the proposed work, within the limits of the contract contingency, and to report such use of the contract contingency to the Public Works Committee and the Finance Department; and further

RESOLVED, That the County Administrator be, and hereby is, authorized and empowered to execute the Agreement with Fisher Associates and all other documents necessary to effectuate the purposes of this resolution; and further

RESOLVED, That the Department of Finance is authorized to make the necessary accounting and budget entries to effect the intent of this resolution.

**RESOLUTION NO. 117-2022  
INTERPRETIVE SIGNAGE AT ONTARIO COUNTY PARK  
NO COST TIME EXTENSION – THE ART OF WILDERNESS**

WHEREAS, Resolution No. 73-2021 authorized a contract with The Art of Wilderness for interpretive signage at Gannett Hill Park; and

WHEREAS, Said contract expired January 24, 2022 and additional time is required to complete the work; and

WHEREAS, The Public Works Committee has reviewed this resolution and recommends its adoption; now, therefore, be it

RESOLVED, That upon review and approval by the County Attorney as to form, the Board of Supervisors hereby approves a no-cost time extension agreement with The Art of Wilderness for interpretive signage to expire January 25, 2023; and further

RESOLVED, That the County Administrator is authorized to sign the extension agreement.

**RESOLUTION NO. 118-2022  
AUTHORIZATION TO RENEW BID B21006  
ELEVATOR MAINTENANCE**

WHEREAS, Resolution No. 197-2021 awarded bid (B21006) for the maintenance of Ontario County and Finger Lakes Community College elevators; and

WHEREAS, KONE, Inc. has agreed to a 12-month renewal at the current price structure; and

WHEREAS, The Purchasing Department recommends this bid renewal; and

WHEREAS, The Public Works Committee has reviewed this resolution and recommends its approval; now, therefore, be it

RESOLVED, The Ontario County Board of Supervisors hereby authorizes the renewal of bid B21006 to KONE, Inc., 10 Pixley Industrial Parkway, Rochester, NY 14624, for elevator maintenance beginning April 1, 2022 through March 31, 2023.

**RESOLUTION NO. 119-2022  
AUTHORIZATION TO RENEW BID B21008  
FOR PURCHASE OF PLUMBING SUPPLIES**

WHEREAS, Resolution No. 120-2021 awarded bid (B21008) for the purchase of plumbing supplies to Geck Plumbing & Heating Supply Co., Inc. and Canandaigua Winsupply; and

WHEREAS, Geck Plumbing & Heating Supply Co., Inc., 620 Meigs St. Rochester, NY 14620, has agreed to a 12-month renewal at the current price structure; and

WHEREAS, Canandaigua Winsupply, 5102 North Road, Canandaigua, NY 14424, has declined to renew; and

WHEREAS, The Purchasing Department recommends renewing bid (B21008) with Geck Plumbing & Heating Supply, Co. Inc.; and

WHEREAS, The Public Works Committee has reviewed this resolution and recommends its approval; now, therefore, be it

RESOLVED, The Ontario County Board of Supervisors hereby authorizes the renewal of bid (B21008) to Geck Plumbing & Heating Supply Co., Inc. for the purchase of plumbing supplies beginning March 10, 2022 through March 9, 2023.

**RESOLUTION NO. 120-2022  
ACCEPTANCE OF MATERIALS AND SERVICES BID**

WHEREAS, Bids for the purchase of various materials and services for the Department of Public Works have been duly advertised and received by the Purchasing Department; and

WHEREAS, Copies of the bid tabulation sheets have been filed with the Clerk of this Board and the Public Works Committee has reviewed said bid tabulations and recommends acceptance of the bids; now, therefore, be it

RESOLVED, That bids be awarded to the following responsive, responsible bidders:

B22028	
PURCHASE OF HYDROSEEDING	Seedway, LLC
MATERIALS	2054 Lamson Road
	Phoenix, New York 13135

	SiteOne Landscape Supply
	1385 East 36 <sup>th</sup> Street
	Cleveland, Ohio 44114

and further

RESOLVED, That the Ontario County Board of Supervisors hereby accepts said bids and authorizes one (1) year contracts for the period beginning February 18, 2022 through December 31, 2022; and further

RESOLVED, That in the case where multiple vendors are awarded an item, the lowest responsive/responsible bidder for that item shall be given the opportunity to supply said item; and further

RESOLVED, That should the lowest responsible/responsive bidder not be able to supply the item needed in accordance with project requirements and/or logistics, the second lowest bidder shall be given similar consideration, and the procedure shall be followed for each successive awardee until the item can be furnished in accordance with the project requirements.

**RESOLUTION NO. 121-2022  
AUTHORIZATION TO RENEW QUOTE Q18010  
RENTAL OF WORK UNIFORMS - ARAMARK UNIFORMS SERVICES**

WHEREAS, Resolution No. 111-2018 awarded quote (Q18010) for the rental of work uniforms to Aramark Uniforms Services for the period beginning March 31, 2018 and ending March 30, 2021; and

WHEREAS, Resolution No. 121-2021 renewed quote (Q18010) for a period beginning March 31, 2021 through March 30, 2022; and

WHEREAS, Aramark Uniform Services has agreed to a final 12-month renewal at the current price structure; and

WHEREAS, The Purchasing Department recommends the quote renewal; and

WHEREAS, The Public Works Committee has reviewed this proposal and recommends its approval; now, therefore, be it

RESOLVED, The Ontario County Board of Supervisors hereby authorizes the renewal of quote (Q18010) to Aramark Uniform Services, 200 Trade Court, Rochester, New York 14624, for the rental of work uniforms for a 1-year period starting March 31, 2022 through March 30, 2023.

The foregoing block of nine resolutions was adopted.

Supervisor David Baker offered the following five resolutions as a block and moved for its adoption, seconded by Supervisor Andrew Wickham:

**RESOLUTION NO. 122-2022**  
**APPROVAL OF COLLECTIVE BARGAINING AGREEMENT 2021-2024**  
**WITH ONTARIO COUNTY, THE ONTARIO COUNTY SHERIFF AND THE**  
**ONTARIO COUNTY POLICE BENEVOLENT ASSOCIATION**

WHEREAS, Negotiating teams representing Ontario County, the Ontario County Sheriff, and the Ontario County Police Benevolent Association (PBA), have reached a tentative agreement on terms and conditions of employment for the period January 1, 2021 through and including December 31, 2024; and

WHEREAS, The original Tentative Agreement stating these terms and conditions has been ratified by the Ontario County PBA, and is on file with the Clerk of this Board; and

WHEREAS, The Ways and Means Committee has reviewed and recommends adoption of this resolution; now, therefore, be it

RESOLVED, That the Chairman of the Board of Supervisors is hereby authorized and directed to execute a collective bargaining agreement, incorporating the terms and conditions of employment set forth in the Tentative Agreement; and be it further

RESOLVED, That the Clerk shall provide a copy of this resolution to the Ontario County PBA, the County Administrator, the Sheriff, the County Attorney and the Director of Human Resources.

**RESOLUTION NO. 123-2022**  
**SALARY ADJUSTMENT – EDWIN RESENDIZ-RAMIREZ**

WHEREAS, Sheriff Philip C. Povero, has recommended the salary adjustment of Mr. Edwin Resendiz-Ramirez, County Police Officer, from the Training Rate of pay to Grade R15, Step 2 based on his experience as a Police Officer in Geneva Police Department; and

WHEREAS, The Management Compensation Committee and the Ways and Means Committee have reviewed and approved the salary adjustment for Mr. Resendiz-Ramirez, effective upon his date of hire as a County Police Officer; and

WHEREAS, Sufficient funding exists within the Office of Sheriff's budget for this salary adjustment; now, therefore, be it

RESOLVED, That the salary for Mr. Edwin Resendiz-Ramirez, County Police Officer, be set at Grade R15, Step 2 effective upon his date of hire as a County Police Officer; and be it further

RESOLVED, That the Department of Finance shall be authorized to make the necessary budgetary and accounting entries to meet the intent of this resolution.

**RESOLUTION NO. 124-2022  
SALARY ADJUSTMENT – MATTHEW HANGGI**

WHEREAS, Ms. Mary Beer, Director of Community Public Health Services, has recommended a step adjustment to hire Matthew Hanggi as a Public Health Nurse (Grade AP3), from Step 1 (\$30.07/hr.) to Step 3 (\$31.59/hr.) based on his years of experience in accordance with the 2022 Salary Guidelines for Nursing Post Licensure; and

WHEREAS, The Ways and Means Committee has reviewed and approved the step adjustment for Mr. Hanggi, effective upon his date of appointment; and

WHEREAS, Sufficient funding exists within the Community Public Health Services' budget for this step adjustment; now, therefore, be it

RESOLVED, That the rate of pay for Matthew Hanggi, Public Health Nurse, be set at Grade AP3, Step 3 (\$31.59/hr.); effective upon his date of appointment; and further

RESOLVED, That the Department of Finance shall be authorized to make the necessary budgetary and accounting entries to meet the intent of this resolution.

**RESOLUTION NO. 125-2022  
ADOPTION OF THE BUDGET TRANSFER POLICY – 2022**

WHEREAS, Resolution No. 36-86 adopted on January 30, 1986, established a Budget Transfer Policy and Procedures; and

WHEREAS, This Board of Supervisors wishes to establish a Budgetary Transfer Policy for 2022 which is in the interest of sound financial management; and

WHEREAS, Within the policy, this Board establishes a budget transfer procedure which produces accountability while providing departments with the means necessary to address immediate needs to maintain operations; and

WHEREAS, The Ways and Means Committee has reviewed this policy and recommends the adoption; now, therefore, be it

RESOLVED, That the attached Budget Transfer Policy be approved; and further

RESOLVED, That copies of this resolution be transmitted electronically by the Clerk of the Board to all County department heads.

**ONTARIO COUNTY  
BUDGET TRANSFER POLICY**

**2022**

All County Department Heads have requested and justified their budgets and the Board of Supervisors has approved those requests. The expectation of the Board of Supervisors is that all departments will now conduct and account for their operations within the line items included in the budget. It is recognized that departmental spending plans may change, and prices may fluctuate between the time the budget was adopted and when expenditures actually take place. Budget transfers will be authorized as provided in this document as needed for changes within the limits of the existing operating budgets. Budget transfers that increase funding allocation to Departments will be authorized only in exceptional circumstances.

**Subject to other restrictions in this Policy**, and with the exception of capital projects, departments can exceed the budgets of individual line items, but the budget of the total personal services (.51), equipment (.52), contractual (.54), and employee benefit (.58) expense categories in each department will not be overdrawn.

**SYSTEM OF APPROVALS**

Ontario County operates within the accounting system Tyler Technologies Munis. With this system, approvals are required within the accounting system rather than on paper. All budget transfers will undergo a final review and approval by the Director of Finance or in the absence of the Director of Finance, by the Deputy Director of Finance. At this approval level, indication of Committees' approvals (reflected in Standing Committee meeting minutes) or Board approval (reflected by the passing of a Resolution) will be made in the comments to ensure the policy set forth below is followed.

**DEPARTMENTAL RESPONSIBILITY**

Department Heads and Managers are responsible for accurately identifying and planning their fiscal needs as part of the annual budget preparation process. After adoption of the budget by the Board of Supervisors, Department Heads and Managers, with the assistance of Fiscal Managers assigned to each department, are responsible for monitoring their operations to make sure that actual results meet budget expectations. When negative variances occur or are anticipated to occur, Department Heads, with the assistance of their Fiscal Manager, will immediately take all actions necessary to address and remedy those situations.

**TRANSFERS INVOLVING BOARD OF SUPERVISORS APPROVAL**

The approval of the department's Standing Committee, the Ways and Means Committee and the Board of Supervisors will be required for any transfers involving the creation of new positions or departments, the acceptance of new unbudgeted grants, the purchase of new unbudgeted equipment or the appropriation of additional Unrestricted or Restricted Fund Balances, Designated Fund Balances or Reserves.

**USE OF CONTINGENCY**

The approval of the Director of Finance, the department's Standing Committee and the Ways and Means Committee will be required for any transfers involving the use of Contingency. Depending on the use of funds, the department's Standing Committee and/or the Ways and Means Committee may request that any transfer utilizing Contingency be forwarded to the full Board of Supervisors for approval.

**PERSONAL SERVICES/FRINGE BENEFITS**

The use of any unused personal services line items (.51) or fringe benefits line items (.58) for the purpose of contracting for service in lieu of filling a position will require

additional review and approval by the County Administrator and Director of Finance. Unused funds within these lines are not eligible to be used to supplement shortfalls in contractual or equipment purchase funding.

Transfer of personal services line items (.51) or fringe benefits line items (.58) may be used to cover overdrawn line items, the reallocation of staffing changes anticipated and planned for during the budget process or unanticipated changes in other personal services line items (.51) or fringe benefits line items (.58) with Department Head and Director of Finance approval.

#### **OVERTIME**

A department is expected to operate within the overtime originally budgeted. The overtime line may be overdrawn provided funding exists within the rest of the personal services line items (.51). If funding is not available within the rest of the personal services line items, it is expected that the Department Head will work with their Fiscal Manager to prepare a transfer from a contractual (.54) line item or a fringe benefit (.58) line item and obtain approval from the appropriate Standing Committee.

#### **DISABILITY/WORKERS COMPENSATION REPLACEMENTS**

The Department Head must file a request to create a disability or workers compensation position using the prescribed form. Upon the approval of the County Administrator, the Human Resource Department will prepare the Resolution to create the position and file it with the Clerk of the Board for the next available Board of Supervisors meeting. The department must make every attempt to identify available funding within the departmental budgeted personnel services (.51) or contractual (.54) line items and **the source of funding must be referenced in the resolution prepared by the Human Resource Department and if a budget transfer is necessary, it must be included within the creating resolution.** The request will be presented at the appropriate Standing Committee and the Ways and Means Committee informationally by the County Administrator.

#### **EQUIPMENT**

**All requisitions for equipment included in the County Budget will be sent to the Purchasing Department by June 30th.** After review with the Purchasing Department and affected Department Heads or Managers regarding delays in procurement, funds no longer needed will be returned to unrestricted fund balance in July.

Transfers from an equipment line (.52) into a contractual line (.54) will only be allowed if the purchase price of the equipment falls below \$2,500 which is the County's threshold for determination of equipment and only for the purchase price of the item. The transfer of funds appropriated for equipment purchases (.52) will not be available for use for other contractual line (.54) expenses.

Any request for non-budgeted new or additional equipment costing \$2,500 or more during the year must be processed through the appropriate Standing Committee, the Ways and Means Committee, and approved by the Board of Supervisors.

**Fleet Purchases:** If a department determines that a different type of vehicle would be more appropriate than the vehicle budgeted, even if the department has enough to cover the change in type of vehicle, the change must go to the Public Works Committee, Standing Committee, Ways and Means Committee, and be approved by the Board of Supervisors (i.e.; purchasing an SUV instead of a budgeted pick-up truck.)

If a department is replacing existing operating equipment that will cost less than \$20,000, the department may transfer available funds from a contractual (.54) line item if funds are

not available within other equipment (.52) line items and these transfers will need Department Head and Director of Finance approvals.

**CAPITAL IMPROVEMENT PLAN (C.I.P.)**

**Any appropriations not used in the C.I.P line items will not be available for transfer to departmental operating budgets and will be returned to fund balance at year end.**

In certain circumstances, such as one-time large projects which were not able to be completed in the current year, C.I.P. funds may be transferred to a designated fund balance at year end via resolution in anticipation of needing those funds to complete the specified project in a future year.

**GRANTS NOT IN THE CURRENT BUDGET**

Departments will be required to follow the Ontario County policies for Grant Administration, Resolution No. 783-2016, and Sub-Recipient Monitoring, Resolution No. 782-2016.

**YEAR END PROCESS**

There is a period, after the final Standing Committee and Board meetings of the fiscal year, when budget transfers that would typically require a Standing Committee or Board action have to be processed to facilitate timely completion of the year end accounting processes. During this time, the Director of Finance will review these transfers with the Budget Officer for the County. A detailed accounting of each transfer will be provided to the Ways and Means Committee at its next available meeting for official ratification. At such time as Committees are re-established and hold the first meetings of the year, staff will utilize the appropriate approval structure for any transfers as set forth by this policy.

Resolution No. 268-2019 established Designated Fund Balances for each fund which may incur Compensated Absences. As part of the year end accounting process, compensated absences are adjusted for actual balances of vacation leave benefits attributable to service time of employees but not immediately available for use. The adjustments to these Designated Fund Balances may be made by the Director of Finance as necessary with an update to the Ways and Means Committee at its next available meeting for official ratification.

PLEASE SEE THE ATTACHED EXHIBIT/GRID AS AN EASY REFERENCE ON THE APPROVAL LEVELS NECESSARY FOR EACH TYPE OF TRANSFER.

PLEASE USE THE UPDATED ELECTRONIC VERSION OF THE BUDGET TRANSFER REQUEST FORM.

**RESOLUTION NO. 126-2022  
TRANSFER OF FUNDS - 2022 COUNTY BUDGET**

WHEREAS, Budget Transfer Request Forms have been received by the Ways and Means Committee after being reviewed and approved by the appropriate standing committee overseeing each department; and

WHEREAS, The Ways and Means Committee has reviewed and approved the following transfers; now, therefore, be it

RESOLVED, That the following transfers be made:

2022 Budget	EXPENSES	REVENUES	NET DIFFERENCE
Sheriff's Department - Federal Forfeiture Reserve			
Canine	AAR301 54618		+20,000.00
Appropriated Reserve		AAR301 30511	+20,000.00
Budget/ARPA			
Medical Supplies	AA1340AR 54950		+50,000.00
Consultation/Professional	AA1340AR 54260		+50,000.00
Service Contracts	AA1340AR 54270		+20,000.00
Federal Aid - Other		AA1340AR 44089	+120,000.00
Fuel Island			
Equipment - Operating	AAR102 52900		+14,500.00
Appropriated Reserve - Fuel Island		AA30511 BR102	+14,500.00

RESOLVED, That the County's Department of Finance is authorized to make the necessary budgetary and accounting entries to effectuate the intent of this resolution.

The foregoing block of five resolutions was adopted.

On motion of Supervisor Daniel Marshall, seconded by Norman Teed, the meeting was adjourned at 7:09 pm.