



## Minutes

### WAYS AND MEANS COMMITTEE

**Location: WebEx Meeting and 74 Ontario St.,  
2nd Floor Committee Room, Canandaigua, NY 14424**

**April 12, 2023**

#### **MEMBERS PRESENT**

In Person: Supervisors David Baker, Robert Green, Peter Ingalsbe, Dan Marshall, David Phillips, Richard Russell, and Andrew Wickham.

#### **OTHERS PRESENT**

In Person: BOS Chairman Campbell, Supervisor Marren, County Administrator Chris DeBolt, Deputy County Administrator Alissa Bub, County Attorney Holly Adams, Finance Director Mary Gates, Sheriff Cirencione, Commissioner Wright, Fiscal Manager Nellie Puma, Human Resource Director Michele Smith, Treasurer Gary Baxter, Planning Director Tom Harvey, Safety Coordinator Sherman Manchester, Sr. Fiscal Manager Michael Wojcik, Sr. Motor Vehicle Rep. Tracey Shaw, Acting County Clerk Pam Keefe, Archivist Rosemary Switzer, Visitors Connection President Val Knoblauch, Visitors Connection Director of Operations Steve Laros, and Clerk to the Board Kristin Voss.

Via WebEx: Public Health Director Mary Beer, Purchasing Director Jenifer Langer, Sr. Planner Betsy Landre, and Abigail Marion.

#### **CALL TO ORDER**

Supervisor Baker called the committee meeting to order at 3:00 PM.

#### **MINUTES**

Motion to approve the minutes of the April 12, 2023 Ways and Means meeting was made by Supervisor Phillips, seconded by Supervisor Marshall, and carried.

#### **CAPITAL PROJECTS/ PUBLIC WORKS**

Commissioner Wright presented the following two resolutions:

- Capital Project No. H093-22 – Ontario County Court Facilities Plan – Authorization to Award Contract for Consulting Services to Thaler Reilly Wilson and Appropriate Fund Balance
- Capital Project No. H093-22 – Ontario County Court Facilities Plan – Authorization to Award Contract for Consulting Services to the National Center for State Courts and Appropriate Fund Balance

Motion to approve these resolutions as a block was made by Supervisor Wickham. The motion was seconded by Supervisor Russell. The motion carried.

Commissioner Wright presented the following two resolutions:

- Rescinding Resolution No. 56-2023
- Establish Capital Project No. H094-23 – Ontario County Route 364 Sidewalk and Bike Path Capital Project – Authorize the Implementation and Funding in the First Instance 100% of the Federal-Aid Cost of a Transportation Federal-Aid Project

Motion to approve these resolutions as a block was made by Supervisor Green. The motion was seconded by Supervisor Marshall. The motion carried.

Commissioner Wright presented a resolution entitled, “Capital Project No. H077-21 – County Road 4 at County Road 20 Intersection Improvements – Award of Contract for Construction and Appropriate Reserves”.

Motion to approve this resolution was made by Supervisor Ingalsbe. The motion was seconded by Supervisor Phillips. The motion carried.

County Attorney, Holly Adams, presented a resolution entitled, “Resolution Authorizing and Order for the Increase and Improvement of the Honeoye Lake County Consolidated Sewer District Located in the County of Ontario”.

Motion to approve this resolution was made by Supervisor Phillips. The motion was seconded by Supervisor Marshall. The motion carried.

County Attorney, Holly Adams, presented a resolution entitled, “An Amending and Restating Bond Resolution, Dated April 20, 2023, of the Board of Supervisors of the County of Ontario, NY, Amending the Bond Resolution that was adopted on April 22, 2021, and Authorizing the Increase and Improvement of Facilities of the County of Ontario Honeoye Lake County Consolidated Sewer District (Such Project is commonly Known as the “Honeoye Lake Wastewater Treatment Plant Improvements Project”) at an Estimated Cost of \$10,150,000 and Authorizing (A) The Application of at Least \$1,400,000 in Grant Funds from the NYS Environmental Facilities Corporation (“EFC”) and Other Available County Funds and (B) the Issuance of Serial Bonds in an Aggregate Principal Amount not to Exceed \$8,750,000 Pursuant to the Local Finance Law to Finance Said Purpose, Said Amount of Bonds to be Offset by any Additional Federal, State, and/or Local Funds (Including but not Limited to, Funds from EFC) Received, and Delegating the Power to Issue Bond Anticipation Notes in Anticipation of the Sale of Such Bonds to the County Treasurer”.

Motion to approve this resolution was made by Supervisor Wickham. The motion was seconded by Supervisor Russell. The motion carried.

**GOVERNMENTAL  
OPERATIONS &  
INSURANCE**

Archivist, Rosemary Switzer presented a budget transfer to cover a budget shortfall due to inflation on movable shelving in the 2023 CIP.

Motion to approve this budget transfer was made by Supervisor Russell. The motion was seconded by Supervisor Green. The motion carried.

Acting County Clerk, Pam Keefe, presented a resolution entitled, “Authority to Establish Petty Cash Fund – Ontario County – Office of County Clerk”.

Motion to approve this resolution was made by Supervisor Marshall. The motion was seconded by Supervisor Green. The motion carried.

**PUBLIC SAFETY**

Sheriff Cirencione presented a resolution entitled, “Acceptance of Bid B23054 for Purchasing of a Mobile Application for Public Safety Communications”.

Motion to approve this resolution was made by Supervisor Green. The motion was seconded by Supervisor Ingalsbe. The motion carried.

**HEALTH &  
HUMAN SERVICES**

County Administrator, Chris DeBolt, presented a resolution entitled, “Resolution of Support for Ontario County’s Participation in Equitable Reverse Mortgage Assistance Program”.

Motion to approve this resolution was made by Supervisor Marshall. The motion

was seconded by Supervisor Phillips. The motion carried.

Office for the Aging Director, Irene Coveny, presented a resolution entitled, “Authority to Cancel Uncollectable Debts – Ontario County Office for the Aging”.

Motion to approve this resolution was made by Supervisor Green. The motion was seconded by Supervisor Ingalsbe. The motion carried.

Finance Director, Mary Gates, presented a resolution entitled, “Authorization to Accept ONYA Award – 2023”.

Motion to approve this resolution was made by Supervisor Phillips. The motion was seconded by Supervisor Green. The motion carried.

## **PLANNING & ENVIRONMENTAL QUALITY**

Sr. Planner, Betsy Landre, presented a resolution entitled, “Amendment to Resolution No. 135-2023 – Authorizing a Contract with Oswego County Soil and Water Conservation District for Transfer of SFY 2022-23 State Grant Funding under the Finger Lakes-Lake Ontario Watershed Protection Alliance”.

Motion to approve this resolution was made by Supervisor Phillips. The motion was seconded by Supervisor Wickham. The motion carried.

Finger Lakes Visitors Connection President, Val Knoblauch, presented a resolution entitled, “Authorization to Contract with Ontario County Four Seasons Local Development Corporation for Interpretive Signage as Part of the Development and Construction of an Outdoor Interactive “Virtual Museum” Project and Budget Transfer”.

Motion to approve this resolution was made by Supervisor Phillips. The motion was seconded by Supervisor Marshall. The motion carried.

Ms. Knoblauch explained the program and funding for the virtual museum project. Supervisor Phillips, as chair of the PEQ committee, let the Ways and Means committee members know that they supported the project on Monday, but were still concerned where the \$210,000 in 2024 funding would be coming from. Ms. Knoblauch noted that they are looking to the County for those funds like they are in 2023. They would also be able to scale back the project if they need to in 2024 if the funds weren’t available. Ms. Gates said that the 2024 funding would need to be addressed during the 2024 budget process. It was clarified for committee that this resolution only provides \$210,000 in funding for 2023 that is already in the 2023 budget.

## **SAFETY REPORT**

Safety Coordinator, Sherman Manchester, reviewed the information provided in the committee packet. The highlighted information is the recordable injury. There have been 23 recordable injuries so far this year compared to 17 last year. This coming week is National Work Zone Safety week.

Motion to approve the report made by Mr. Manchester was made by Supervisor Russell, seconded by Supervisor Ingalsbe and carried.

## **HUMAN RESOURCES**

Human Resources Director, Michele Smith, presented a resolution entitled, “Create Two Typist, Part-Time Positions and Abolish an Office Specialist I Position”.

Motion to approve this resolution was made by Supervisor Phillips. The motion was seconded by Supervisor Marshall. The motion carried.

Human Resources Director, Michele Smith, presented a resolution entitled, “Declaring the Week of May 7-13, 2023 as “Public Service Recognition Week””.

Motion to approve this resolution was made by Supervisor Ingalsbe. The motion was seconded by Supervisor Phillips. The motion carried.

Human Resources Director, Michele Smith, informed the committee that they got permission from the State to post the Corrections Officer Exam as a training and experience exam. This allows them to offer positions to anyone that has graduated high school and applied for the exam. This means that HR won’t have to give the written exam and wait for the scores. The applicants would still have to pass the background check, drug screening, and agility test to be hired. This change should help move the process along a lot quicker. She also, noted that the State has started the process to allow the same thing for a few other front-line competitive positions. Some of these positions include caseworkers, social welfare examiners, aging specialists, and code enforcement officers. They are hoping to have permission from the State on these other positions in May.

**WAYS AND MEANS**

County Attorney, Holly Adams, presented a resolution entitled, “Home Rule Request for Legislation”.

Motion to approve this resolution was made by Supervisor Wickham. The motion was seconded by Supervisor Marshall. The motion carried.

Finance Director, Mary Gates, presented a resolution entitled, “Amendment to and Adoption of the Ontario County Cash Management and Investment Policy”.

Motion to approve this resolution was made by Supervisor Green. The motion was seconded by Supervisor Russell. The motion carried.

Finance Director, Mary Gates, presented a resolution entitled, “Authorizing Contract with G&G Municipal Consulting and Grant Writing Grant Consulting Services”.

Motion to approve this resolution was made by Supervisor Ingalsbe. The motion was seconded by Supervisor Wickham. The motion carried.

Finance Director, Mary Gates, let the committee know that Lorrie Scarrott will be resigning effective April 13, 2023 and on Monday Nellie Puma was appointed as her Deputy.

**COUNTY ADMINISTRATOR**

Deputy County Administrator, Alissa Bub, presented a resolution entitled, “Authorization to Contract for ARPA Community Grant Administration and Budget Transfer”.

Motion to approve this resolution was made by Supervisor Russell. The motion was seconded by Supervisor Ingalsbe. The motion carried.

**EXECUTIVE SESSION**

At 3:51 PM, Supervisor Phillips made the motion, seconded by Supervisor Wickham, to go into executive session regarding discussion on collective negotiations pursuant to Article 14 of the Civil Services Law (the Taylor Law); motion carried.

At 4:33 PM, Supervisor Marshall made the motion, seconded by Supervisor

Ingalsbe, to leave executive session; motion carried.

**ADJOURNMENT**

Motion to adjourn made at 4:34 PM by Supervisor Marshall, seconded by Supervisor Wickham, and carried.

**RESPECTFULLY  
SUBMITTED**

Kristin A. Voss, Clerk to the Board

Approved