



## Minutes

### WAYS AND MEANS COMMITTEE

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

**February 10, 2021**

#### **MEMBERS PRESENT**

In Person: Supervisors Todd Campbell and Drew Wickham

Via WebEx: Supervisors David Baker, Robert Green, Peter Ingalsbe, and Dan Marshall.

Necessarily Absent: Supervisor Singer

#### **OTHERS PRESENT**

In Person: County Administrator Chris DeBolt, County Attorney Holly Adams, First Assistant County Attorney Lea Nacca, Treasurer Gary Baxter, Public Works Commissioner Bill Wright, Sr. Fiscal Manager Nellie Puma, and Deputy Clerk to the Board Diane Foster.

Via WebEx: Chairman Marren, Deputy Public Health Director Kate Ott, Finance Director Mary Gates, Assistant County Attorney Art James, Deputy Finance Director Lorrie Scarrott, Human Resource Director Michele Smith, Deputy Human Resources Director Lindsey Burgess, Safety Coordinator Sherman Manchester, Grant Coordinator Peter Brown, Sr. Planner Betsy Landre, Fiscal Manager Kathleen Meyers, Sr. Fiscal Manager Michael Wojcik, Planning Director Tom Harvey, Real Property Director Donna LaPlant, Purchasing Director Deb Gierman, FLCC President Robert Nye, and Clerk to the Board Kristin Mueller.

#### **CALL TO ORDER**

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

#### **MINUTES**

Motion to approve the minutes of January 20, 2021 meeting was made by Supervisor Marshall, seconded by Supervisor Campbell, and carried.

#### **PUBLIC HEALTH**

Deputy Public Health Director, Kate Ott, presented the following COVID-19 updates:

- 5421 Total positive cases since we started tracking
- 30 New cases today
- 31 Currently hospitalized
- 100 Total deaths
- 290 People are currently being isolated after testing positive
- 388 People have been in contact with a positive person and are being quarantined

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

Commissioner Wright presented a resolution entitled, "Capital Project No. H039-17, County Road 23 at McIvor Road & Fort Hill Road Intersection Improvements: Acceptance of Supplemental Agreement #3 to New York State Revenue Contract - Department of Public Works"

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

Commissioner Wright presented a resolution entitled, "Capital Project No. H049-18, County Road 46 & Smith Road Intersection Improvement: Budget Transfer - Department of Public Works"

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

Commissioner Wright presented a resolution entitled, "Capital Project No. 3-2013 (H015-13), 74 Ontario Street Renovation - Phase II: Contract Amendment and Extension - The Pike Company, Inc. Department of Public Works"

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

Commissioner Wright presented a resolution entitled, "Authorizing Contract with McFarland-Johnson, Inc. for Professional Consultant Services for Installation of an Uninterruptible Power Supply System and Amend 2021 Capital Improvement Plan to Service 70 & 74 Ontario Street"

**Motion to approve** this resolution was made by Supervisor Campbell. The motion was seconded by Supervisor Baker. The motion carried.

Commissioner Wright presented a resolution entitled, "Acceptance of Donations from a Citizen Group for Interpretive Signage at Ontario County Park – Department of Public Works"

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

#### **GOVERNMENTAL OPERATIONS & INSURANCE**

Real Property Director Donna LaPlant presented the 2020 Wholly exempt value review for 2021 sales tax distribution purposed. She noticed that the committee kept values the same as last year.

#### **PUBLIC SAFETY**

Ms. Meyers and Mr. Brown presented the following two resolutions:

- Budget Transfer for Forfeiture Reserve Appropriation
- Authorization to Accept FY2021 Crimes Against Revenue Program Grant from New York State Division of Criminal Justice Services

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

#### **PLANNING & ENVIRONMENTAL QUALITY**

Sr. Planner Betsy Landre presented a resolution entitled, "Authorizing a Contract with Oswego County Soil and Water Conservation District for Transfer of SFY 2020-21 State Grant Funding Under the Finger Lakes-Lake Ontario Watershed Protection Alliance"

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

#### **CAPITAL PROJECTS**

Planning Director Tom Harvey presented a resolution entitled, "Capital Project No. H041-17, FLCC Athletic Fields Upgrade Capital Project: Accepting Additional State Aid, Budget Amendment, and Closing of Capital Project No. H041-17"

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

#### **SAFETY REPORT**

Mr. Manchester reported that so far, we are starting off very similar to last year and are down slightly in total injuries.

**Motion to approve** the report made by Mr. Manchester was made by Supervisor Campbell, seconded by Supervisor Green and carried.

## HUMAN RESOURCES

Human Resource Director Michele Smith presented the following resolution entitled, "Creation of Position - Registered Professional Nurse (DBL) - Ontario County Office of Sheriff"

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

Human Resource Director Michele Smith presented the following resolution entitled, "Abolish Account Clerk, Part-Time Position in County Treasurer and Create Senior Clerk Position in Purchasing"

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

Human Resource Director Michele Smith presented the following resolution entitled, "Creation of Account Clerk (Temporary) Position - Department of Finance"

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

Human Resource Director Michele Smith presented the following resolution entitled, "Creation of Position - Human Services Worker (DBL)"

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

## WAYS & MEANS

Treasurer Gary Baxter presented the following two resolution

- Authority to County Treasurer to Pay 2020/2021 Tax Returned Village Taxes
- Authority to County Treasurer to Pay 2020/2021 Tax - Settlement Payment to School Districts

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

Treasurer Gary Baxter and Assistant County Attorney Art James talked to committee about the new COVID Tax law. This allows local municipalities or school districts to pass a resolution or local law to allow deferment of tax payments for up to 120 days past the original due today. In July 2020 this Board of Supervisor passed a resolution to recommend not signing this into legislation but the Governor signed it in December. This could cause confusion for taxpayers and municipalities if only one entity allows the deferment, and another doesn't. Mr. James talked about different scenarios to committee and urged taxing authorities to talk with the county before allowing this deferment.

Ms. Gates talked about the 4<sup>th</sup> quarter sales tax that were received and reported to the committee. She reminded everyone that starting with the next sales tax payment the State will be taking the hospital fund payment. This estimated payment for each municipality was previous sent out.

Ms. Gates reviewed the year end transfer presented to committee.

County Administrator Chris DeBolt presented a resolution entitled, "Resolution Calling on the Governor and State Legislature to Restore Video Lottery Terminal (VLT) Funding to Local Governments in the 2021-2022 State Budget"

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

**GOVERNMENTAL  
OPERATIONS &  
INSURANCE**

Supervisor Baker has been in conversation with several people regarding 3<sup>rd</sup> party delivery fees. Companies such as GrubHub and DoorDash charge these fees to restaurants that they pick food up from. The fees are made up from three separate items; they are commission, delivery commission, and a processing fee. These fees have roughly been about 22.7% - 26.5% of the customer's bill. This fee is paid for by the restaurant separate from other fees the customer may also be charged. He also talked about the discussion that happened earlier at the Governmental Operations and Insurance Committee. That GO&I Committee felt it best to investigate a Local Law option and get the opinion of the Ways and Means Committee. After a lengthy discussion. Ways and Means Committee decided that it be best to bring the option of a combination of an Executive Order that needs to be extended every five days and the Local Law to the full Board on February 18<sup>th</sup>. This will provide for full Board participation on deciding on how to move forward.

**COUNTY  
ADMINISTRATOR**

County Administrator, Chris DeBolt, informed the committee of the following items:

- Cases continue to decline in our workforce and communities
- 3 Vaccine clinics were held this week for 1<sup>st</sup> and 2<sup>nd</sup> doses
- They are still working on the police reform and reinvention collaboration plan

**EXECUTIVE  
SESSION**

At 4:30 PM, Supervisor Green made the motion, seconded by Supervisor Marshall, to go into executive session regarding discussion on proposed, pending, or current litigation and to confer with counsel; motion carried.

At 4:39 PM, Supervisor Marshall made the motion, seconded by Supervisor Wickham, to leave executive session; motion carried.

**ADJOURNMENT**

Motion to adjourn made at 4:40 PM by Supervisor Ingalsbe, seconded by Supervisor Campbell, and carried.

**RESPECTFULLY  
SUBMITTED**

Kristin A. Mueller, Clerk to the Board

[Ontario County Vision Statement](#)

**A vibrant community where every citizen has the opportunity to be healthy, safe, and successful**