



Minutes

WAYS AND MEANS COMMITTEE

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

March 1, 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, Chief Deputy John Falbo, Sr. Fiscal Manager Nellie Puma, Human Resource Director Michele Smith, Public Health Director Mary Beer, Deputy Finance Director Lorrie Scarrott, Deputy DPW Commissioner Tim McElligott, Treasurer Gary Baxter, Deputy Treasurer Jeff Trickler, Mental Health Director Jessica Mitchell, Conflict Defender Carrie Bleakley, Assistant County Attorney Ben Gilmour, Sr. Fiscal Managers Nellie Puma and Alicia Van Buren, Safety Coordinator Sherman Manchester, and Clerk to the Board Kristin Mueller.

Via WebEx: Public Defender Leanne Lapp, Fiscal Manager Kathleen Meyers, Grant Coordinators Holly Smith and Sharon Decker, and Abigail Marion.

CALL TO ORDER

Supervisor Baker called the committee meeting to order at 3:10 PM.

MINUTES

Motion to approve the minutes of the February 8, 2023 Ways and Means meeting was made by Supervisor Marshall, seconded by Supervisor Green, and carried.

CAPITAL PROJECTS/ PUBLIC WORKS

Planning Director, Tom Harvey, presented a resolution entitled, "Capital Project No. H036-17 – Authorizing Contract Amendment with Emcor Service Betlem for Replacement of Sump Pumps Motors Starters at the FLCC Viticulture Center and Budget Transfer – 2017 FLCC Maintenance Capital Project".

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

Planning Director, Tom Harvey, presented the following three resolutions:

- Authorize Contract with Amering & Johnston, Inc. for the Replacement of Exterior Stairwell Wall Heaters and Budget Transfer
- Authorize Budget Transfer and Approve Contract with O'Connell Electric Company, Inc. for Electrical Wiring of the New Stairwell Wall Heaters
- Authorize Budget Transfer and Approve Contract with O'Connell Electric Company, Inc for Lighting Upgrades in Lecture Halls 2753 & 2755

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

Deputy DPW Commissioner, Tim McElligott, presented a resolution entitled, "Capital Project No. H088-22 – Courthouse Improvements – Authorization to Award Contract to Bero Architecture, PLLC for Professional Architectural

Services to Investigate the remainder of Courthouse Dome and Roof”.

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

Deputy DPW Commissioner, Tim McElligott, presented a resolution entitled, “Capital Project No. H060-19 – Lakeshore Dr. & NY 364 Sidewalk Improvement Project and Capital Project No. H065-19 County Road 50 Preventative Maintenance – Approval of Change Orders No’s. 6, 7, & 8 and Amendment of Construction Budget for H060-19”.

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

Deputy DPW Commissioner, Tim McElligott, presented a resolution entitled, “Transfer of Funds – 2023 County Budget – Purchase of Concrete Mixer”.

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

**PLANNING &
ENVIRONMENTAL
QUALITY**

Planning Director, Tom Harvey, presented a resolution entitled, “Authorization to 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 Russell. The motion was seconded by Supervisor Wickham. The motion carried.

**HEALTH &
HUMAN SERVICES**

Public Health Director, Mary Beer, presented a resolution entitled, “Authorization to Amend Contract – Epidemiology & Laboratory Capacity COVID-19”.

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

Mental Health Director, Jessica Mitchell, presented a resolution entitled, “Authorization for Amendment – Shabnamzehra Bhojani, MD”.

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, “Transfer of Funds – 2023 County Budget – Ontario County Sheriff’s Office”.

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

Sheriff Cirencione presented a resolution entitled, “Authorization to Accept Funding from New York State Division of Homeland Security and Emergency Services (CFDA ~ 97.067)”.

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

Public Defender, Leanne Lapp, presented the following two resolutions:

- Authorization to Extend Upstate Quality 2 Grant (C2ND632) from Office of Indigent Legal Services
- Authorization to Extend Hurrell-Harring Quality Improvement Grant (C05YearQ2) from Office of Indigent Legal Services

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

Conflict Defender, Carrie Bleakley, presented a resolution entitled, “Authorization to Accept Second Upstate Family Defense (Child Welfare) Quality Improvement Grant (C2NDUFD32) from the Office of Indigent Legal Services – Office of Conflict Defender”.

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

Conflict Defender, Carrie Bleakley, presented a resolution entitled, “Authorization to Accept Hurrell-Harring Quality Improvement (1 Year) (C01year2Q2) Grant from Office of Indigent Legal Services, Office of Public Defender, Office of Conflict Defender and Assigned Counsel”.

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

SAFETY REPORT

Safety Coordinator, Sherman Manchester, reviewed the information provided in the committee packet. He also noted that this is eye injury workplace awareness month and the Ontario County Safety Council banquet will be held on March 28th at Club 86 in Geneva.

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

HUMAN RESOURCES

Human Resource Director, Michele Smith, presented a resolution entitled, “2024-2025 Salary Schedule: Board of Supervisors”.

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

Ms. Smith provide committee the NYSAC survey for elected official. Ms. Beer explained to committee what coroner duties entail and their processes. She also shared the 2021 and 2022 coroner report. Sheriff Cirencione talked about the interaction that the Sheriff’s office has with the coroners and how 9-1-1 dispatches them. Discussion then ensued on the different ways that coroners in other Counties are paid. It was concluded that Ms. Smith will bring a few different salary options back next cycle for committee to review. These will include options for a set salary, a per call salary, and a set salary and per call stipend. This position is eligible for county health insurance benefits even though it is part-time.

Then there was discussion on the County Clerk salary. This would be to set the salary for the upcoming term starting on January 1, 2024. Ms. Smith reviewed the options available for setting the County Clerk salary. With many unknowns in the office at the moment, it was decided that the salary should be increased the same 2% as the unions for 2024 and kept flat for the remainder of the term. It was also, recognized by the committee that they have the ability to increase the salary midterm by Local Law.

**WAYS AND
MEANS**

Treasurer Gary Baxter presented the following two resolutions:

- Authority to County Treasurer to Pay 2022/2023 Tax Settlement Payment to School Districts
- Authority to County Treasurer to Pay 2022/2023 Tax Returned Village Taxes

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

Finance Director, Mary Gates, provided an overview of the 2022 unaudited year-end report that was included in the committee packet.

**COUNTY
ADMINISTRATOR**

County Administrator, Chris DeBolt, let the committee know that the housing study is now closed.

**EXECUTIVE
SESSION**

At 4:31 PM, Supervisor Wickham made the motion, seconded by Supervisor Marshall, 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 4:43 PM, Supervisor Wickham made the motion, seconded by Supervisor Phillips, to leave executive session; motion carried.

ADJOURNMENT

Motion to adjourn made at 4:44 PM by Supervisor Marshall, seconded by Supervisor Phillips, and carried.

**RESPECTFULLY
SUBMITTED**

Kristin A. Mueller, Clerk to the Board