



Minutes
WAYS AND MEANS COMMITTEE
Location: 74 Ontario Street, 2nd Floor and WebEx
Canandaigua, NY 14424

March 2, 2022

MEMBERS PRESENT

In Person: Supervisors David Baker, Todd Campbell, Bob Green, Peter Ingalsbe, Dan Marshall, Rich Russell, Andrew Wickham

OTHERS PRESENT

In Person: Board Chairman Marren, Supervisor Lightfoote, County Administrator Chris DeBolt, Finance Director Mary Gates, County Treasurer Gary Baxter, Public Works Deputy Commissioner Tim McElligott, County Attorney Holly Adams, Assistant County Attorney Lea Nacca, Human Resources Director Michele Smith, Board Clerk Kristin Mueller

Via WebEx: Planning Director Tom Harvey, Finance Deputy Director Lorrie Scarrott, Public Health Director Mary Beer, Mental Health Director Jessica Mitchell, Real Property Tax Director Donna LaPlant, Assistant District Attorney Heather Hines, Safety Coordinator Sherman Manchester, Voting Machine Tech A.J. Magnan, Senior Fiscal Manager Michael Wojcik, Fiscal Manager Sandy Seeber, Confidential Secretary Judy Manntai

CALL TO ORDER

The meeting of the Ways and Means Committee was called to order at 3:00 p.m. by Chairman David Baker.

MINUTES

The motion to approve the minutes of the Ways and Means Committee Meeting on February 9, 2022, was made by Supervisor Russell, and seconded by Supervisor Green. The motion carried.

GOVERNMENT OPERATIONS & INSURANCE

Real Property Tax Director Donna LaPlant presented the following resolution for approval.

- **Resolution:** Contract Revaluation Services to the Town of Farmington

Supervisor Russell made the motion to approve the resolution. Supervisor Campbell seconded the motion. The motion carried.

HEALTH & HUMAN SERVICES

Public Health Director Mary Beer presented the following three items for approval.

Supervisor Russell made the motion to block the following two resolutions and moved their approval. Supervisor Ingalsbe seconded the motion.

- **Resolution:** Approval to Award Quote to Venesky & Company for Professional Accounting and Consulting Services - Public Health Department
- **Resolution:** Services and Rates Provided in Connection to Coroner Cases Amendment for Resolution No. 15-2022

The motion carried.

- **Budget Transfer:** To Cover Additional Transportation Expenses for Coroners Cases (\$5,500)

Supervisor Wickham made the motion to approve the budget transfer. Supervisor Marshall seconded the motion. The motion carried.

Mental Health Director Jessica Mitchell presented the following resolution for approval.

- **Resolution:** Authorization for Professional Consultant Contract - Shabnamzehra Bhojani, MD - 2022

Supervisor Green made the motion to approve the resolution. Supervisor Wickham seconded the motion. The motion carried.

PUBLIC SAFETY

County Attorney Holly Adams presented the following resolution for approval.

- **Resolution:** Fixing Date and Notice for the Public Hearing on Local Law No. 1 (Intro.) 2022 (Residency Requirements for County Police Officers)

Supervisor Green made the motion to approve the resolution. Supervisor Ingalsbe seconded the motion. The motion carried.

**PLANNING &
ENVIRONMENTAL QUALITY**

Planning Director Tom Harvey presented the following three resolutions for approval.

- **Resolution:** Authorizing a Contract with Oswego County Soil and Water Conservation District for Transfer of SFY 2021-22 State Grant Funding Under the Finger Lakes-Lake Ontario Watershed Protection Alliance

Supervisor Ingalsbe made the motion to approve the resolution. Supervisor Marshall seconded the motion. The motion carried.

- **Resolution:** Capital Project No. H071-20, Geneva Server Room Upgrade Project: Authorize Contract Amendment with Emcor Services Betlem and Budget Transfer

Supervisor Campbell made the motion to approve the resolution. Supervisor Russell seconded the motion. The motion carried.

- **Resolution:** Capital Project H036-17, 2017 FLCC Maintenance Capital Project: Authorize a Contract with Geneva Electrical Supplies and Budget Transfer

Supervisor Green made the motion to approve the resolution. Supervisor Wickham seconded the motion. The motion carried.

PUBLIC WORKS

Public Works Deputy Commissioner Tim McElligott presented the following four items for approval.

Supervisor Campbell made the motion to block the following two resolutions and moved their approval. Supervisor Wickham seconded the motion.

- **Resolution:** Capital Project No. H039-17, County Road 23 at Fort Hill/McIvor Intersection Improvements: Budget Transfer
- **Resolution:** Capital Project No. H046-18, County Road 28 at Shortsville Road Intersection Improvements: Budget Transfer

The motion carried.

- **Resolution:** Amend 2022 Capital Improvement Plan and Authorize Purchase of Storage Shed - County Transportation Center

Supervisor Wickham made the motion to approve the resolution. Supervisor Campbell seconded the motion. The motion carried.

- **Budget Transfer:** Transfer Additional Funds Needed for Purchase of F-550 Dump Truck (\$8,000)

Supervisor Campbell made the motion to approve th budget transfer. Supervisor Russell seconded the motion. The motion carried.

HUMAN RESOURCES

Safety Coordinator Sherman Manchester presented the January 2022 Safety Report for consideration.

Supervisor Russell made the motion to accept the report. Supervisor Ingalsbe seconded the motion. The motion carried.

WAYS & MEANS
STANDING COMMITTEE

County Treasurer Gary Baxter presented the following two resolutions for approval.

- **Resolution:** Authority to County Treasurer to Pay 2021/22 Tax Settlement Payment to School Districts

Supervisor Green made the motion to approve the resolution. Supervisor Marshall seconded the motion. The motion carried.

- **Resolution:** Authority to County Treasurer to Pay 2021/2022 Tax - Returned Village Taxes

Supervisor Campbell made the motion to approve the resolution. Supervisor Ingalsbe seconded the motion. The motion carried.

Manager of Financial Operations Lorrie Scarrott presented the following resolution and policy for approval.

- **Resolution:** Amendment to and Adoption of the Ontario County Cash Management and Investment Policy

Ms. Scarrott noted an additional correction in the first paragraph of Section X., page 3, replacing the words “Finance Officer” with the words “Manager of Financial Operations.”

Supervisor Russell made the motion to approve the resolution and policy with the noted amendment. Supervisor Campbell seconded the motion. The motion carried.

Finance Director Mary Gates presented the following two items for approval.

- **Resolution:** Authorizing Contract with G&G Municipal Consulting and Grant Writing Grant Coordination Services

Supervisor Wickham made the motion to approve the resolution. Supervisor Marshall seconded the motion. The motion carried.

- **Budget Transfer:** ARPA Revenue to Offset Retention Incentive Payments for CSEA (\$2,750,457.50)

Supervisor Ingalsbe made the motion to approve the budget transfer. Supervisor Campbell seconded the motion. The motion carried.

2021 Year End Report - Unaudited

Finance Director Mary Gates presented and commented on the *2021 Year End Report - Unaudited*.

Supervisor Marshall made the motion to accept the *2021 Year End Report - Unaudited* as presented. Supervisor Ingalsbe seconded the motion. The motion carried.

County Administrator Update

County Administrator Chris DeBolt briefly updated the Committee on the following items:

- ~ Deputy County Administrator search: Nine applicants are on the short list. Three of the nine are internal candidates.
- ~ A plan to distribute surplus disinfecting wipes, hand sanitizer, and masks to municipalities is in process.
- ~ Sean Barry, Dave Moulton, and the IT team are diligently monitoring for increased cyber threats and phishing scams.

EXECUTIVE SESSION

At 3:51 p.m., Supervisor Wickham made the motion to move into Executive Session to discuss matters with counsel related to the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Supervisor Campbell seconded the motion. The motion carried.

At 4:54 p.m., Supervisor Marshall made the motion to move out of Executive Session. Supervisor Wickham seconded the motion. The motion carried.

ADJOURNMENT

Being no further business to come before the Committee, the meeting was adjourned at 4:55 p.m., following a motion by Supervisor Wickham, and seconded by Supervisor Ingalsbe. The motion carried.

The next regularly scheduled meeting for the Ways & Means Committee is Wednesday, March 23, 2022, at 3:00 p.m. at 74 Ontario Street and via WebEx.

Respectfully submitted,

Judy Manntai, Confidential Secretary