



Minutes

WAYS AND MEANS COMMITTEE

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

March 23, 2022

MEMBERS PRESENT

In Person: Supervisors David Baker, Todd Campbell, Peter Ingalsbe, Dan Marshall, and Richard Russell.

Via WebEx: Supervisor Robert Green

Necessarily Absent: Andrew Wickham

OTHERS PRESENT

In Person: County Attorney Holly Adams, Finance Director Mary Gates, Public Works Commissioner Bill Wright, Sr. Fiscal Manager Nellie Puma, Human Resource Director Michele Smith, Sheriff Povero, Undersheriff John Falbo, and Clerk to the Board Kristin Mueller.

Via WebEx: County Administrator Chris DeBolt, Deputy Public Health Director Kate Ott, Safety Coordinator Sherman Manchester, Fiscal Manager Sandy Seeber, Sr. Fiscal Manager Michael Wojcik, Chief Information Officer Sean Barry, Assistant District Attorney Jason McBride, Assistant Public Defender Kevin Karnyski, Associate Planner Tim Jensen, Mental Health Director Jessica Mitchell, Purchasing Director Deb Gierman, Deputy Clerk Diane Foster, and Confidential Secretary Cindy Abraszek.

CALL TO ORDER

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

MINUTES

Motion to approve the minutes of March 2, 2022 meeting was made by Supervisor Marshall, seconded by Supervisor Campbell, and carried.

GOVERNMENTAL OPERATIONS & INSURANCE

Real Property Director, Donna LaPlant, presented a resolution entitled, "Authorization to Participate in Defense of Real Property Tax Assessment Challenges Against the 2021 Final Assessment Roll".

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

HEALTH & HUMAN SERVICES

The following two resolutions from the Health and Human Services Committee were presented:

- Authorization to Accept Funds from NYSHOH Contract #C3694GG
- Acceptance of State Aid Funding for Workforce Grant Ontario County Mental Health

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

PUBLIC SAFETY

Assistant District Attorney, Jason McBride, presented a resolution entitled, "Authorization to Accept Office for the Prevention of Domestic Violence's Pandemic Emergency Assistance Fund Grant".

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

Assistant Public Defender, Kevin Karnyski, presented the following two resolutions:

- Authorization to Enter into a Contract with New York State Office of Indigent Legal Services – Second Hurrell-Harring Caseload Relief Grant (C2NDHCR102)
- Authorization to Enter into a Contract with New York State Office of Indigent Legal Services – Second Hurrell-Harring Caseload Relief Grant (C0HHA202)

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

Undersheriff Falbo let the committee know that they are planning on using budgeted funds for training. This will be for the corrections and road patrol units. The training will be provided by Lexipol.

Chair Baker asked how to do we ensure we are working towards best practices with this training? Undersheriff Falbo let committee know that they work closely with Lexipol to utilize our policy and procedures to customize the trainings to Ontario County. Supervisor Russell asked if the County Attorney’s office reviews any changes? Undersheriff Falbo said that the County Attorney’s office does review and approve all changes that the Office of Sheriff or Lexipol may make.

**PLANNING &
ENVIRONMENTAL
QUALITY**

Associate Planner, Tim Jensen, presented the following two resolutions:

- Capital Project No. H033-16, Space Reorganization and Security Enhancement of 3010 County Complex Drive: Authorize Contract for Consultant Services and Budget Amendment
- Capital Project No. H033-16, Space Reorganization and Security Enhancement of 3010 County Complex Drive: Authorize Contract for Consultant Services Related to Project Labor Agreement Benefits Analysis and Budget Amendment

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

Mr. Jensen explained to committee the benefits of a project labor agreement. The total project cost on this project is on the lower end of projects that a project labor agreement would be cost effective on. The consultant will let us know if entering into a project labor agreement will save the County money and keep the project on schedule.

PUBLIC WORKS

Commissioner Wright presented a resolution entitled, “Authorize Order of 2023 Sheriff Fleet”.

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

Sr. Fiscal Manager, Nellie Puma, let the committee know that with the extreme increase in the price of fuel she is watching the budget closely. The price of the last unleaded fuel bill was \$.60 a gallon over the budget amount. Diesel was \$1.00 a gallon over the budgeted amount. If prices continue to stay this high, then she will have to bring forward a budget transfer to cover the shortage. She is estimating that shortage would be around \$200,000 for the year.

Chair Baker asked three questions. Will the sales tax increase cover our increase in fuel cost? Will the state eliminate the fuel tax temporarily? What is the County doing to reduce fuel usage?

Ms. Gates is not sure yet if the sales tax increase will cover the county's additional expense because she has not yet received the current sales tax information. She did note that State legislators have different bills drafted to place a tax holiday on fuel tax from May 1st to December 31st. NYSAC is working on figuring out if this will be for the State, Local, or both fuel taxes.

Commissioner Wright said that he and the Sheriff are starting talks about ways to possibly reduce fuel usage. He is also looking at the road work program that they have set up for this summer.

SAFETY REPORT

Safety Coordinator, Sherman Manchester, reported that we had an uptick in injuries. They were mostly slips, trips, and falls. We are trending slightly ahead of last year. First HAB trainings start next week.

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

HUMAN RESOURCES

Human Resource Director Michele Smith presented the following four resolutions:

- Creation of Office Specialist II Position (Information Technology)
- Create Assistant County Attorney Position
- Creation of Social Worker (Criminal Justice) Position and Allocation to Salary Grade
- Reclassifying a Senior Clerk Position to a Legal Records Clerk Position

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

Human Resource Director, Michele Smith, presented the following two resolutions:

- 2023-2026 Salary Schedule – Treasurer
- 2023-2026 Salary Schedule - Sheriff

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

Human Resource Director, Michele Smith, presented a resolution entitled, "Memorandum of Understanding Between Ontario County and Roberts Wesleyan College".

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

Human Resource Director, Michele Smith, presented a resolution entitled, "Authorization for Assignment of Contract with Coventry Healthcare Workers' Compensation for Disability Claims Case Management Services".

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

WAYS AND MEANS

Ms. Gates let the committee know that with the January, February, and the first couple of sales tax payments in March. Sales tax revenue is up just under 20% from this time last year.

**COUNTY
ADMINISTRATOR**

County Administrator, Chris DeBolt, gave the following updates:

- We have lots of rapid COVID test available

**EXECUTIVE
SESSION**

At 3:35 PM, Supervisor Russell made the motion, seconded by Supervisor Campbell, to go into executive session regarding discussion on collective negotiations pursuant to Article 14 of the Civil Services Law (the Taylor Law) and to confer with counsel; motion carried.

At 3:57 PM, Supervisor Ingalsbe made the motion, seconded by Supervisor Campbell, to leave executive session; motion carried.

**HUMAN
RESOURCES**

Human Resource Director, Michele Smith, requested permission from the committee to draft resolutions to file with the Board to accept the tentative agreements with the Ontario County Lieutenants Police Benevolent Association and the Ontario County Sheriff's General Unit if the unions pass them this evening.

Motion to approve Ms. Smith to file a resolution accepting the Ontario County Lieutenants Police Benevolent Association union tentative agreement if the agreement is approved by the union this evening was made by Supervisor Campbell. The motion was seconded by Supervisor Marshall. The motion carried.

Motion to approve Ms. Smith to file a resolution accepting the Ontario County Sheriff's General Unit union tentative agreement if the agreement is approved by the union this evening was made by Supervisor Ingalsbe. The motion was seconded by Supervisor Russell. The motion carried.

ADJOURNMENT

Motion to adjourn made at 4:00 PM by Supervisor Campbell, seconded by Supervisor Green, and carried.

**RESPECTFULLY
SUBMITTED**

Kristin A. Mueller, Clerk to the Board