



**Minutes**  
**WAYS AND MEANS COMMITTEE**  
**Location: 74 Ontario Street, 2<sup>nd</sup> Floor and WebEx**  
**Canandaigua, NY 14424**

**May 4, 2022**

**MEMBERS PRESENT**

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

Via WebEx: Peter Ingalsbe

**OTHERS PRESENT**

In Person: Board Supervisor Jack Marren, County Administrator Chris DeBolt, Finance Director Mary Gates, County Treasurer Gary Baxter, Sheriff Povero, Public Works Commissioner Bill Wright, Planning Director Tom Harvey, Finance Deputy Director Lorrie Scarrott, County Attorney Holly Adams, Assistant County Attorney Lea Nacca, Public Defender Leanne Lapp, Safety Coordinator Sherman Manchester, Senior Fiscal Manager Nellie Puma, Board Clerk Kristin Mueller

Via WebEx: Human Resources Director Michele Smith, Mental Health Director Jessica Mitchell, Economic Development Specialist Sue Vary, Purchasing Director Debbie Gierman, Purchasing Buyer Jennifer Langer, Senior Fiscal Manager Michael Wojcik, Confidential Secretary Judy Manntai

FLCC: President Robert Nye, Chief Financial Officer Adam Rathbun

**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 April 13, 2022, was made by Supervisor Marshall, and seconded by Supervisor Wickham. The motion carried.

**FINGER LAKES  
COMMUNITY COLLEGE**

Assistant County Attorney Lea Nacca presented the following two resolutions for approval.

- **Resolution:** Approval of Collective Bargaining Agreement 2022-2025 Finger Lakes Community College and the County of

Ontario, and CSEA, Local 1000 AFSCME, AFL-CIO, Local 835, Finger Lakes Community College Employees Unit 7850-02

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

- **Resolution:** Approval of Collective Bargaining Agreement 2022-2025 Finger Lakes Community College and the County of Ontario, and the Finger Lakes Community College Professional Association

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

## GOVERNMENT OPERATIONS & INSURANCE

- **Information:** Expansion of Videoconferencing Through 2024

Board Clerk Kristin Mueller informed the Committee that a policy regarding videoconferencing requirements through 2024 will be forthcoming to the Board of Supervisors and will require adoption as a local law. Kristin will put together a bullet-point outline for the Board of Supervisors.

Senior Fiscal Manager Michael Wojcik presented the following resolution for approval on behalf of County Clerk Matt Hoose.

- **Resolution:** Closing the Petty Cash/Change Fund - Geneva Office - Ontario County Department of Motor Vehicles

Supervisor Russell made the motion to approve the resolution. Supervisor Green seconded the motion. Motion carried.

## HEALTH & HUMAN SERVICES

Mental Health Director Jessica Mitchell presented the following two resolutions for approval.

- **Resolution:** Petty Cash/change Fund - Geneva Office, Ontario County Mental Health

Supervisor Marshall made the motion to approve the resolution. Supervisor Campbell seconded the motion. Motion carried.

- **Resolution:** Acceptance of State Aid Funding for School Satellite Grant Ontario County Mental Health

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

## PUBLIC SAFETY

Sheriff Povero presented the following resolution for approval.

- **Resolution:** Setting Conversion Fee for Recalculation of Judgment Executions Performed by the Ontario County Sheriff's Civil Office

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

County Administrator Chris DeBolt presented the following resolution for approval on behalf of Public Defender Leanne Lapp.

- **Resolution:** Authorization to Extend Distribution 8 Grant (C800032) from Office of Indigent Legal Services

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

**PLANNING &  
ENVIRONMENTAL QUALITY**

Economic Development Specialist Sue Vary presented the following resolution for approval

- **Resolution:** Authorization to Amend a Grant from the New York State Office of Community Renewal for Cares Act Block Grant Funding

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

**PUBLIC WORKS**

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

- **Resolution:** Establish Capital Project H083-22 as the 2022 FLCC Maintenance Capital Project

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

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

- **Resolution:** Capital Project H033-2016, Space Reorganization and Security Enhancement of 3010 County Complex Drive Project: Authorization to Contract for Architectural Design Services for Conversion of Former Youth Care Facility for Temporary Office Space Use and Budget Transfer
- **Resolution:** Capital Project H033-2016, Space Reorganization and Security Enhancement of 3010 County Complex Drive Project: Authorization to Contract for Asbestos Abatement Design Services Regarding the Former Youth Care Facility and Budget Transfer

The motion carried.

Public Works Commissioner Bill Wright presented the following three resolutions for approval.

- **Resolution:** Capital Project No. H060-19, Lakeshore Drive & NY 364 Sidewalk Improvement Project: Authorize Payment to Rochester Gas & Electric Corporation for Electric Service Fees

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

- **Resolution:** Capital Project No. H077-21, County Road 4 at County Road 20 Intersection Improvements: Award of Consultant Amendment Agreement Bergmann Associates - Design Services

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

- **Resolution:** County Road 36 and County Road 37 Embankment Repairs -Award Contract to Geostabilization International LLC and Appropriate Reserve

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

Senior Fiscal Manager Nellie Puma presented the following resolution for approval.

- **Resolution:** Authorization to Order Revised 2023 Sheriff Fleet

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

## HUMAN RESOURCES

Safety Coordinator Sherman Manchester presented the Safety Report for consideration.

Human Resources Director Michele Smith presented the following two resolutions for approval.

- **Resolution:** Memorandum of Agreement 2-2022 Ontario County General Unit, C.S.E.A.

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

- **Resolution:** Creation of Deputy Assistant Public Defender Position

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

## WAYS & MEANS STANDING COMMITTEE

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

- **Resolution:** Authorization for County Treasurer's Office to Collect School Taxes for Phelps-Clifton Springs School District

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

- **Resolution:** Sale of Real Property Acquired Through Enforcement of Delinquent Taxes

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

Purchasing Director Debbie Gierman presented the following four resolutions for approval.

- **Resolution:** Revision of the Ontario County Purchasing Procedures

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

- **Resolution:** Renewal for Printing of Bid Specifications and Drawings

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

- **Resolution:** Authorization to Accept Bids for County Print Functions (B22035)

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

- **Resolution:** Authorization to Participate in Cooperative Bids Coordinated by Wayne Finger Lakes BOCES

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

### 1<sup>st</sup> Quarter Sales Tax Report

Finance Director Mary Gates presented the 1<sup>st</sup> Quarter Sales Tax Report, noting an increase of approximately 13.64% as compared to the prior year 1<sup>st</sup> Quarter.

Finance Director Mary Gates presented the following three resolutions for approval.

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

- Tax Cap Override  
(1) **Resolution:** Fixing Date and Notice for the Public Hearing on Local Law No. 3 (Intro.) 2022  
  
(2) **Resolution:** Adopting Local Law No. 3 (Intro.) 2022 After Public Hearing

The motion carried.

- **Resolution:** 2023 - 2024 County Budget Guidelines

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

### **1<sup>st</sup> Quarter Financial Report**

Finance Deputy Director Lorrie Scarrott presented and highlighted the 1<sup>st</sup> Quarter Financial Report for Ontario County.

### **Fuel Sales Tax Discussion**

Discussion took place regarding the fuel sales tax. Chairman Baker noted that the consensus of the Government Operations Committee was to take May and June to determine the implications of changes to the fuel sales tax and how it would impact the municipalities, with a projected implementation date of September 1st. Shortfalls in revenue would have to be made up with tax payer funds. Is there a way to guarantee that the fuel tax savings would be passed on to the consumer and not just additional profit for the gas station? With a lot of tourism in the county and two rest areas on the thruway, there are a lot of out-of-county residents paying that sales tax. A reduction or elimination of the sales tax helps the non-Ontario county residents more. A reduction or loss of income in sales tax revenue can affect the property tax rate and/or county expenditures.

By general consensus it was agreed to delay action on the Fuel Sales Tax to allow for further study and research.

### **County Administrator Update**

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

- ~ Covid cases are on the rise
- ~ Lots of Covid test kits available. Expiration date has been extended by three months.

### **EXECUTIVE SESSION**

At 4:39 p.m., Supervisor Campbell 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 Russell seconded the motion. The motion carried.

At 4:42 p.m., Supervisor Green made the motion to move out of Executive Session. Supervisor Campbell seconded the motion. The motion carried.

**ADJOURNMENT**

Being no further business to come before the Committee, the meeting was adjourned at 4:43 p.m., following a motion by Supervisor Ingalsbe, and seconded by Supervisor Green. The motion carried.

The next regularly scheduled meeting for the Ways & Means Committee is Wednesday, May 25, 2022, at 3:00 p.m. at 74 Ontario Street and via WebEx.

Respectfully submitted,

Judy Manntai, Confidential Secretary