



Minutes

WAYS AND MEANS COMMITTEE

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

May 26, 2021

MEMBERS PRESENT In Person: Supervisors David Baker, Todd Campbell, Dan Marshall, Kris Singer and Drew Wickham

Via WebEx: Supervisors Robert Green and Peter Ingalsbe

OTHERS PRESENT In Person: County Administrator Chris DeBolt, Deputy County Administrator Brian Young, County Attorney Holly Adams, First Assistant County Attorney Lea Nacca, District Attorney Jim Ritts, Treasurer Gary Baxter, Finance Director Mary Gates, Human Resource Director Michele Smith, Supervisor of Buildings and Grounds Steve Vanderbrook, and Deputy Clerk to the Board Diane Foster.

Via WebEx: Chairman Marren, Public Health Director Mary Beer, Assistant County Attorney Art James, Safety Coordinator Sherman Manchester, Deputy Director of Finance Lorrie Scarrott, Sr. Fiscal Manager Michael Wojcik, BOE Commissioner Mike Northrup, DSS Commissioner Eileen Tiberio, Director of Office for the Aging Irene Coveney, Public Defender Leanne Lapp, Director of Probation Jeff Rougeux, Sheriff Henderson, Grants Coordinator Peter Brown, Fiscal Manager Sandy Seeber, FLCC President Robert Nye, FLCC Interim CFO, Dan Dupee, FLCC Controller Christine Palace-Neininger and Clerk to the Board Kristin Mueller.

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

PUBLIC HEALTH Public Health Director, Mary Beer, presented the following COVID-19 updates:

- 5 New cases today
- 4 In the hospital, 2 very ill
- Vaccine clinics are going well, hitting schools and going out to the communities

MINUTES Motion to approve the minutes of May 5, 2021 and May 13, 2021 meetings was made by Supervisor Dan Marshall, seconded by Supervisor Todd Campbell, and carried.

FLCC Dr. Nye introduced FLCC Interim CFO, Mr. Dan Dupee, as well as their new controller, Christine Palace-Neininger.

Mr. Dupee gave a presentation of the FLCC budget for fiscal year 2021-2022. He noted they anticipate a 2.1% increase in tuition and about \$1.9 million of the federal stimulus dollars.

Mr. Dupee explained two recommendations for fund balance, one by SUNY recommending 5-15 percent, the other by GSA which is 3 months of the highest expenses averaging 16-17 percent.

Supervisor Kris Singer **motioned to approve** the resolution authorizing the fixing date of the Public Hearing for the FLCC 2021-2022 Tentative Budget. Supervisor Todd Campbell seconded the motion. The motion carried.

GOVERNMENTAL County Attorney Holly Adams presented a budget transfer in the amount of \$40,000 for payment of outside counsel and investigation matters.

**OPERATIONS &
INSURANCE**

Supervisor Kris Singer **motioned to approve** the budget transfer, seconded by Supervisor Andrew Wickham. The motion carried.

County Attorney Holly Adams presented a resolution entitled “Authorization to Participate in Solar Exemption Litigation”.

Supervisor Kris Singer **motioned to approve** this resolution, seconded by Supervisor Dan Marshall. The motion carried.

BOE Commissioner Mike Northrup presented a resolution entitled “Authorization of Grant Extension Agreements with the NYS Board of Elections for the Early Voting Aid to Localities and Electronic Poll Books Grants”.

Supervisor Bob Green **motioned to approve** this resolution, seconded by Supervisor Peter Ingalsbe. The motion carried.

**HEALTH &
HUMANE SERVICES**

Fiscal Manager Sandy Seeber presented a budget transfer in the amount of \$86,124 from fund balance.

Supervisor Dan Marshall **motioned to approve** the budget transfer, seconded by Supervisor Andrew Wickham. The motion carried.

PUBLIC SAFETY

Public Defender Leanne Lapp presented the following two resolutions entitled:

- “Authorization to Extend Distribution 6 Grant (C600032) from Office of Indigent Legal Services”
- “Authorization to Extend Distribution 8 Grant (C80032) from Office of Indigent Legal Services”

Supervisor Kris Singer **motioned to approve** the two resolutions as a block, seconded by Supervisor Bob Green. The motion carried.

Ms. Lapp presented a resolution entitled “Authorization to Accept FY 2021 Aid to Defense Grant – NYS Division of Criminal Justice Services”

Supervisor Bob Green **motioned to approve** the resolution, seconded by Supervisor Todd Campbell. The motion carried.

Probation Director Jeff Rougeux presented a resolution entitled “Authorization to Accept Article 13-A Classification/Alternative to Incarceration (ATI) Funding from DCJS”.

Supervisor Peter Ingalsbe **motioned to approve** the resolution, seconded by Supervisor Bob Green. The motion carried.

District Attorney presented a resolution entitled “Authorization to Accept FY2021 Aid to Prosecution Grant NYS Division of Criminal Justice Services”.

Supervisor Bob Green **motioned to approve** the resolution, seconded by Supervisor Kris Singer. The motion carried.

Chief Information Officer Sean Barry presented a resolution entitled, “Transfer of Funds from Aerial Digital Imaging Reserve”

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

**CAPITAL
PROJECTS/PUBLIC
WORKS**

Supervisor B&G Steve Vanderbrook presented the following two resolutions entitled:

- “Capital Project No. H074-20, County Wide Cold Storage - Award of Bid (B21017) to the Pike Company, Inc. – 212 Saltonstall Masonry Repair”

- “Capital Project No. H074-20, County Wide Cold Storage - Acceptances of Change Order #1 – 212 Saltonstall Masonry Repair”

Discussion took place regarding the need of the repairs and options for cold storage.

Supervisor Dan Marshall **motioned to approve** the two resolutions as a block, seconded by Supervisor Andrew Wickham. The motion carried.

Supervisor Kris Singer **motioned to approve** the following two resolutions as a block, seconded by Supervisor Dan Marshall:

- “Capital Project No. H061-19, 2019 FLCC-CMAC Improvements Capital Project: Purchase of Hand Dryers and Wall Protectors for the CMAC Restroom Facility”
- “Capital Project No. H061-19, 2019 FLCC-CMAC Improvements Capital Project: Reimburse FLCC for the Purchase of Plumbing Supplies and Paint for the CMAC Restroom Facility”

The motion carried.

SAFETY REPORT

Mr. Manchester reported that so far, they have 9 recordable incidents out of 16 for the County reported. The number of total incidents has gone down in the last couple years.

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

HUMAN RESOURCES

Human Resource Director Michele Smith presented the following four resolutions entitled:

- “Creation of Two (2) Correction Officer (Temporary) Positions”
- “Create Specialist, Services for the Aging Position and Abolish Human Services Worker Position”
- “Creation of Deputy Commissioner of Elections (DBL) Position”
- “Create Position of Social Welfare Examiner and Abolish Position of Social Welfare Examiner”

Ms. Smith presented a draft 2022 rates of pay for part-time hourly/daily personnel. A brief discussion took place regarding the establishment of the new rates. It was noted to make an adjustment to the Workforce Development rate to leave at the reimbursed rate. Ms. Smith will bring the rates back at another cycle for approval.

WAYS & MEANS

Treasurer Gary Baxter presented a resolution entitled “Authorization for County Treasurer’s Office to Collect School Taxes for Phelps-Clifton Springs School District”.

Supervisor Dan Marshall **motioned to approve** the resolution, seconded by Supervisor Andrew Wickham. The motion carried.

Mr. Baxter presented a resolution entitled “Sale of Real Property Acquired through Enforcement of Delinquent Taxes”.

Supervisor Dan Marshall **motioned to approve** the resolution, seconded by Supervisor Todd Campbell. The motion carried.

Fiscal Manager presented a budget transfer in the amount of \$1,450 from contingency for Deferred Comp.

Supervisor Peter Ingalsbe **motioned to approve** the budget transfer, seconded by Supervisor Bob Green. The motion carried.

COUNTY ADMINISTRATOR

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

- No cases or quarantines in our workforce
- Departments are changing mask guidance to comply with CDC and NYS

- NYS DOH informed Public Health was eligible for \$3 million in funding
- Hanging of first County owned portrait of a local justice will be hung on the third floor of the courthouse.
- The drug court program is resuming their graduations on June 25th at 10:15 am.
- He noted there will be an update on the Federal Forfeiture assets soon.
- On the American Rescue Plan (ARP) funding Mr. DeBolt briefly discussed what these funds may be used for.

Director of Finance Mary Gates gave a very rough estimate of the ARP dollars that could be used or how they could be used in the departments and its justifications. A lengthy discussion ensued regarding the funding and clarification of usages.

**EXECUTIVE
SESSION**

At 4:38 PM, Supervisor Kris Singer made the motion, seconded by Supervisor Todd Campbell, to go into executive session regarding discussion on collective negotiations pursuant to Article 14 of the Civil Services Law (the Taylor Law) and matters related to the employment or discipline of a particular person; motion carried.

At 5:12 PM, Supervisor Dan Marshall made the motion, seconded by Supervisor Todd Campbell, to leave executive session; motion carried.

ADJOURNMENT

Motion to adjourn made at 5:13 PM by Supervisor Todd Campbell, seconded by Supervisor Dan Marshall, and carried.

**RESPECTFULLY
SUBMITTED**

Diane R. Foster, Deputy Clerk to the Board

APPROVED