



Minutes

WAYS AND MEANS COMMITTEE

**Location: WebEx Meeting and 3019 County Complex Drive, 2nd Floor
Canandaigua, NY 14424**

June 16, 2021

MEMBERS PRESENT

In Person: Supervisors David Baker, Todd Campbell, Bob Green, Kris Singer, Dan Marshall, and Andrew Wickham

Via WebEx: Supervisor Pete Ingalsbe

OTHERS PRESENT

In person: County Administrator Chris DeBolt, Finance Director Mary Gates, District Attorney James Ritts, First Assistant County Attorney Lea Nacca, Assistant County Attorney Ben Gilmore, Economic Development Director Mike Manikowski, Deputy Board Clerk Diane Foster

Via WebEx: Chairman Jack Marren, County Treasurer Gary Baxter, Deputy Finance Director Lorrie Scarrott, Public Works Commissioner Bill Wright, Economic Development Specialist Sue Vary, Planning Director Tom Harvey, Associate Planner Tim Jensen, Human Resources Director Michele Smith, Deputy Human Resources Director Lindsey Burgess, Social Services Director Eileen Tiberio, Senior Fiscal Manager Nellie Puma, Grant Manager Peter Brown, Fiscal Manager Sandy Seeber, Board Clerk Kristin Mueller, Confidential Secretary Judy Manntai;
FLCC: President Robert Nye, Interim Controller Christine Palace-Neininger

CALL TO ORDER

The meeting of the Ways and Means Committee was called to order at 3:14 p.m. by Chairman David Baker immediately following the conclusion of the Government Operations and Insurance meeting.

MINUTES

Motion to approve the minutes of the Ways and Means Committee on May 26, 2021, and the Special Meeting on June 3, 2021, was made by Supervisor Marshall, and seconded by Supervisor Campbell. The motion carried.

FLCC

President Robert Nye presented the following two FLCC resolutions for approval.

Supervisor Wickham made the motion to consider the following two resolutions for approval as a block. Supervisor Singer seconded the motion.

- **Resolution:** Adoption of Finger Lakes Community College Operating Budget for the Fiscal Year Beginning September 1, 2021
- **Resolution:** Appropriation Resolution for the Conduct of Finger Lakes Community College for the Fiscal Year Beginning September 1, 2021

The motion carried.

President Nye reported that Mr. Adam Rathbun has accepted the position as the new Vice President for Administration and Finance and will begin July 12. Supervisor Singer noted that the financial overview given by Interim CFO Daniel Dupee at the May 26th Ways and Means Committee meeting was an excellent presentation.

**PLANNING &
ENVIRONMENTAL QUALITY**

Director of Economic Development Mike Manikowski presented the following resolution for approval.

- **Resolution:** Authorization to Submit a Grant Application to the New York State Office of Community Renewal for CARES Act Block Grant Funding

Motion to approve the resolution was made by Supervisor Marshall, and seconded by Supervisor Singer. The motion carried.

CAPITAL PROJECTS

Director of Public Works Bill Wright presented the following resolution for approval

- **Resolution:** Capital Project No. H056-19, Honeoye Lake Wastewater Treatment Plant Improvements Project: Authorization to Make Temporary Advances To Capital Project No. H056-19 - Honeoye Lake Wastewater Treatment Plant Improvements

Motion to approve the resolution was made by Supervisor Marshall, and seconded by Supervisor Singer. The motion carried.

Associate Planner Tim Jensen presented the following resolution for approval.

- **Resolution:** Capital Project No. HH036, Space Reorganization and Security Enhancement of 3010 County Complex Drive: Authorization of Budget Transfer and Contract Amendment for Architectural Services

Motion to approve the resolution was made by Supervisor Campbell, and seconded by Supervisor Ingalsbe. The motion carried.

PUBLIC SAFETY

Agenda Items 5(a) and 5(b) were laid over to the next meeting.

Grant Manager Peter Brown presented the following resolution for approval.

- **Resolution:** Authorization to Amend FY 2018 State Law Enforcement Terrorism Prevention Program Grant (C972282) from Department of Homeland Security and Emergency Services

Motion to approve the resolution was made by Supervisor Wickham, and seconded by Supervisor Green. The motion carried.

HUMAN RESOURCES

Human Resources Director Michele Smith presented the Safety Report for consideration.

Motion to accept the Safety Report was made by Supervisor Campbell, and seconded by Supervisor Marshall. The motion carried.

Human Resources Director Michele Smith presented the following seven items for approval.

Supervisor Singer made the motion to consider the following three resolutions for approval as a block. Supervisor Campbell seconded the motion.

- **Resolution:** Election Inspectors Per Diem Rate of Pay
- **Resolution:** 2022 Rates of Pay for Part-Time Hourly/Daily Personnel
- **Resolution:** Create One Correction Officer Position and Abolish a County Police Officer, Part-Time Position and a Correction Officer, Part-Time Position

The motion carried.

Supervisor Singer made the motion to consider the following three resolutions for approval as a block. Supervisor Campbell seconded the motion.

- **Resolution:** Creation of Assistant District Attorney Position
- **Resolution:** Creation of Social Welfare Examiner Position and Senior social Welfare Examiner Position
- **Resolution:** Create Finance Clerk II Position and Abolish Finance Clerk I Position

The motion carried.

**WAYS & MEANS
STANDING COMMITTEE**

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

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

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

County Administrator Update

County Administrator Chris DeBolt gave a brief update on recent activities and noted the following: Assistant County Administrator Brian Young has been appointed as the County Commissioner to the Rochester Genesee Regional Transit Authority; Cam Johnson has been nominated to participate in Leadership Ontario; The County Administrator's office is working on a resolution regarding the ARPA funds; Employees will be allowed to resume travel for conferences and seminars, which may result in requests for contingency funds since travel was not budgeted for 2021.

Members of the Committee encouraged the County Administrator to resume the "Citizens Academy" and noted its benefit to both the County and local municipalities.

Mary Gates noted that the adjustments to the sales tax distribution for the first quarter are still under review in consultation with the Real Property Tax office to make certain the numbers are correct. Any necessary adjustments will be made in the next disbursement.

EXECUTIVE SESSION

At 4:03 p.m., Supervisor Wickham made the motion to move into Executive Session to discuss legal matters and labor relations matters with counsel. Supervisor Singer seconded the motion. The motion carried.

At 5:03 p.m., Supervisor Singer made the motion to move out of Executive Session. Supervisor Campbell seconded the motion. The motion carried.

COUNTY ATTORNEY

First Assistant County Attorney Lea Nacca presented the following budget transfer for approval.

- **Budget Transfer** for \$40,000.00 for Outside Counsel for Legal Cost Related to a Current Labor/Employment Matter

Motion to approve the budget transfer was made by Supervisor Singer, and seconded by Supervisor Wickham. The motion carried.

ADJOURNMENT

Being no further business to come before the Committee, the meeting was adjourned at 5:03 p.m., following a motion by Supervisor Marshall, seconded by Supervisor Ingalsbe, and carried.

The next regularly scheduled meeting for the Ways & Means Committee is Wednesday, July 7, 2021, at 3:00 p.m. at 74 Ontario Street and via WebEx.

Respectfully submitted, Judy Manntai, Confidential Secretary