



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

July 6, 2022

MEMBERS PRESENT

In Person:

Chair David Baker
Supervisor Todd Campbell
Supervisor Dan Marshal
Supervisor Rich Russell
Supervisor Andrew Wickham

Via WebEx:

Supervisor Peter Ingalsbe

Necessarily Absent: Robert Green

OTHERS PRESENT

In Person:

County Administrator Chris DeBolt
Finance Director Mary Gates
County Attorney Holly Adams
1st Assistant County Attorney Lea Nacca
Assistant County Attorney Art James
Deputy Human Resource Dir. Emily Phillips
Commissioner of Public Works Bill Wright
Dep. Com. of Public Works Tim McElligott
Senior Fiscal Manager Nellie Puma
County Treasurer Gary Baxter
Planning Director Tom Harvey
Associate Planner Tim Jensen
Senior Planner Betsy Landre
Clerk to the Board Kristin Mueller
Confidential Secretary Judy Manntai
General Public: Abigail Marion
FLCC:
President Robert Nye
Chief Financial Officer Adam Rathbun

Via WebEx:

Board Chairman Jack Marren
Public Health Director Mary Beer
Safety Coordinator Sherman Manchester
Fiscal Manager Sandy Seeber
Voting Machine Tech A.J. Magnan
FLCC:
Chief HR Officer Michelle Polowchak

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 June 15, 2022, was made by Supervisor Marshall, and seconded by Supervisor Russell. The motion carried.

**FINGER LAKES
COMMUNITY
COLLEGE**

FLCC Chief Financial Officer Adam Rathbun presented an overview of the FLCC 2022-23 Operating Budget. He also presented the following two resolutions regarding the FLCC Budget for approval.

Supervisor Russell made a motion to block the following two FLCC resolutions. Supervisor Marshall seconded the motion.

- **Resolution:** Adoption of Finger Lakes Community College Operating Budget for the Fiscal Year Beginning September 1, 2022
- **Resolution:** Appropriation Resolution for the Conduct of Finger Lakes Community College for the Fiscal Year Beginning September 1, 2022

The motion carried.

President Nye proposed that the County partner with FLCC in conducting a joint economic impact study with the cost to be split 50/50.

By general consent it was agreed that County Administrator Chris DeBolt will prepare a detailed proposal regarding an economic impact study in conjunction with Finger Lakes Community College for consideration at the next round of meetings.

**HEALTH &
HUMAN SERVICES**

Supervisor Marshall presented the following two resolutions on behalf of Mental Health Director Jessica Mitchell, and made the motion to consider the two resolutions for approval as a block. Supervisor Campbell seconded the motion.

- **Resolution:** Amendment of Professional Consultant Contract Council on Alcoholism and Addictions of the Finger Lakes - Mental Health - 2022
- **Resolution:** Amendment Professional Service Contract with Partnership for Ontario County - Mental Health - 2022

The motion carried.

**PLANNING &
ENVIRONMENTAL
QUALITY**

Senior Planner Betsy Landre presented the following resolution for approval.

- **Resolution:** Authorizing Contract with Town of Canadice for Manpower 2022 Honeoye Lake Aquatic Vegetation Management

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

PUBLIC WORKS

County Attorney Holly Adams presented the following four resolutions for approval.

- **Resolution:** Resolution Authorizing Submission of the Part 85 Application to the New York State Office of the Comptroller for the Increased Improvements to the Honeoye Lake County Consolidated Sewer District in the County of Ontario, New York
- **Resolution:** Resolution Making Certain Determinations in Relation to the Project Increases to the Honeoye Lake County Consolidated Sewer District in the County of Ontario, New York - Amendment of Resolution No. 381-2022

- **Resolution:** Capital Project No. HO56-19, Honeoye Lake Wastewater Treatment Plant Improvements Increase Project Budget - Amendment of Resolution No. 382-2022
- **Resolution:** Resolution of the Ontario County Board of Supervisors Authorizing a Fixing Date and Notice for Public Hearing for Proposed Project Increases to the Honeoye Lake County Consolidated Sewer District

Supervisor Marshall made the motion to block and approve all four resolutions. Supervisor Russell seconded the motion. The motion carried.

Associate Planner Tim Jensen presented the following resolution for approval.

- **Resolution:** Capital Project H033-16, Space Reorganization and Security Enhancement of 3010 County Complex Drive: Budget Transfer and Authorization of Contract for Architectural Design Services

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

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

- **Resolution:** Capital Project No. H083-22, 2022 FLCC Maintenance Capital Project: Authorize to Contract with Fisher Associates for Suspected Hazardous Material Testing and Budget Transfer

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

- **Resolution:** Closing of Capital Project No. HO43-17, FLCC Phone Room Renovation Project

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

Public Works Commissioner Bill Wright presented the following two items for approval.

- **Budget Transfer:** To Fund Hydrogen Peroxide Generators

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

- **Resolution:** Award Contract for Munters Dehumidifier at Ontario County Records & Archives to Stark Equipment, LLC

Changes to the resolution were noted by Commissioner Wright. Supervisor Wickham made the motion to approve the amendments. Supervisor Russell seconded the motion. The motion to approve the amendments carried.

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

HUMAN RESOURCES Safety Coordinator Sherman Manchester presented the Safety Report for consideration.

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

Deputy Human Resources Director Lindsey Burgess presented the following eight resolutions for approval.

Supervisor Wickham made the motion to consider the following eight resolutions as a block and moved their approval. Supervisor Campbell seconded the motion.

- **Resolution:** Creation of Finance Clerk I (Seasonal) Position
- **Resolution:** Abolish Public Health Nurse Position and Create Registered Professional Nurse Position
- **Resolution:** Creation of Public Health Educator Position
- **Resolution:** Creation of Building Maintenance Assistant Position
- **Resolution:** Creation of Two (2) Cook County Positions
- **Resolution:** Creation of Head Groundskeeper Position (FLCC)
- **Resolution:** Salary Adjustment - Kristin Sippel
- **Resolution:** Salary Adjustment - Conor Boyer

The motion carried.

**WAYS & MEANS
STANDING
COMMITTEE**

Finance Director Mary Gates presented the following budget transfer for approval.

- **Budget Transfer:** ClearGov Software

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

Finance Update

Finance Director Mary Gates noted the following:

- ~ Balance in Contingency is \$450,680
- ~ Sales Tax - There was an adjustment, but currently running about 12% above last year at the same time.

**County Administrator
Update**

County Administrator Chris DeBolt welcomed the new Deputy County Administrator Alissa Bub.

EXECUTIVE SESSION

At 3:45 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 4:27 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 4:29 p.m., following a motion by Supervisor Ingalsbe, and seconded by Supervisor Wickham. The motion carried.

The next regularly scheduled meeting for the Ways & Means Committee is Wednesday, July 27, 2022, at 3:00 p.m. at 74 Ontario Street and via WebEx.

Respectfully submitted,

Judy Manntai, Confidential Secretary