



Minutes

WAYS AND MEANS COMMITTEE

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

July 26, 2023

MEMBERS PRESENT

In Person: Supervisors David Baker, Robert Green, Peter Ingalsbe, David Phillips, Richard Russell, and Andrew Wickham.
Necessarily Absent: Supervisor Dan Marshall

OTHERS PRESENT

In Person: BOS Chairman Todd Campbell, County Administrator Chris DeBolt, Deputy County Administrator Alissa Bub, County Attorney Holly Adams, Finance Director Mary Gates, Manager of Financial Operations Nellie Puma, Undersheriff Mike Rago, Chief Deputy John Falbo, Human Resource Director Michele Smith, Assistant County Attorney Ben Gilmour, Deputy DPW Commissioner Tim McElligott, Chief Information Officer Sean Barry, Democratic Election Commissioner AJ Magnan, Republican Election Commissioner Mike Northrup, Treasurer Gary Baxter, Planning Director Tom Harvey, Associate Planner Tim Jensen, Sr. Planner Thomas Lyon, Acting County Clerk Pam Keefe, Assistant Deputy County Clerk Tracy Shaw, Safety Coordinator Mike Flatt, BOS Clerk Kristin Voss, Jacob Welch, and Nancy Yacci.

Via WebEx: Purchasing Director Jenifer Langer, FLCC V.P of Administration and Finance Jason Tack, Veterans Director Susan Smith, OFA Director Triciajean Jones, and Deputy BOS Clerk Diane Foster.

CALL TO ORDER

Supervisor Baker called the committee meeting to order at 3:08 PM.

MINUTES

Motion to approve the minutes of the July 5, 2023 Ways and Means meeting was made by Supervisor Phillips, seconded by Supervisor Wickham, and carried.

ACCESS ONTARIO

Chief Information Officer, Sean Barry, reported to the committee that Access Ontario has officially been sold to Empire Access. This transaction happened on June 2, 2023. The next step for the County will be to get the State's permission to dissolve the Access Ontario Local Development Corporation (LDC). To do this they will need to show the LDC has zero assets. By State law this is done by shifting them to the County. The Host Community Benefit agreement payments will now go to the County for the next ten years. The County will also finish paying off the outstanding loan with the monies received from the sale.

COUNTY CLERK/DMV

Assistant Deputy County Clerk, Tracy Shaw, asked committee for approval to use up to \$3,000 from contingency to purchase and install an additional testing station terminal at the DMV.

Motion to approve the uses of contingency funds not to exceed \$3,000 was made by Supervisor Ingalsbe. The motion was seconded by Supervisor Green. The motion carried.

**FINGER LAKES
COMMUNITY
COLLEGE**

FLCC V.P of Administration and Finance, Jason Tack, presented the following two resolutions:

- Adoption of Finger Lakes Community College Operating Budget for the Fiscal Year Beginning September 1, 2023
- Appropriation Resolution for the Conduct of Finger Lakes Community College for the Fiscal Year Beginning September 1, 2023

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

**CAPITAL
PROJECTS/
PUBLIC WORKS**

Planning Director, Tom Harvey, presented the following three resolutions:

- Capital Project No. H095-23 – Authorization to Contract for Educational Technology & Budget Transfer – 2023 FLCC Maintenance Capital Project
- Capital Project No. H068-20 – Authorization of Contract for Furniture & Furnishings and Budget Transfer – FLCC Nursing Expansion Capital Project
- Capital Project No. H068-20 – Authorization to Contract for Educational Technology and Budget Transfer – FLCC Nursing Expansion Capital Project

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

Deputy DPW Commissioner, Tim McElligott, presented a resolution entitled, “Capital Project No. H069-20 – Replacement of Tileyard Road Bridge – Award of Contract for Construction and Contract Amendment for Construction Inspection Services”.

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

**HEALTH &
HUMAN SERVICES**

Deputy County Administrator, Alissa Bub, presented a resolution entitled, “Resolution Granting a No-Cost Time Extension for Contract with Urban Partners for Ontario County Housing Needs Assessment”.

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

**GOVERNMENTAL
OPERATIONS &
INSURANCE**

Democratic Elections Commissioner, Albert Magnan, presented a resolution entitled, “Authorization to Amend Grant BOE01-C004375-1110000 Technology Innovation and Election Resources (Tier) Grant Program”.

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

**PLANNING &
ENVIRONMENTAL
QUALITY**

Sr. Planner, Thomas Lyon, presented a resolution entitled, “Acceptance of Local Governmental Efficiency Grant from the New York State Department of State”.

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

County Administrator, Chris DeBolt, presented a resolution entitled, “Funding Source for Tourism Promotion in Ontario County”.

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

PUBLIC SAFETY

Chief Deputy, John Falbo, presented the following two resolutions:

- Transfer of Funds – 2023 County Budget – Ontario County Sheriff’s Office
- Authorization to Amend State Homeland Security Program Grants (C190700, C190710, C190156) from Department of Homeland Security and Emergency Services

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

HUMAN RESOURCES

Safety Coordinator, Mike Flatt, reviewed the Safety reports in the committee packet. He also reported that thru June 30th there have been 73 injuries for the entire plan, with 40 of those injuries being recordable.

Motion to approve the safety reports was made by Supervisor Russell. The motion was seconded by Supervisor Ingalsbe. The motion carried.

Human Resources Director, Michele Smith, presented a resolution entitled, “Create a Coordinator, Services for the Aging Position and Abolishment of an Assistant Director of Office for the Aging”.

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

Human Resources Director, Michele Smith, presented a resolution entitled, “Create Dispatcher I/II Position and Abolish Dispatcher I/II (55-a) Position”.

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

Human Resources Director, Michele Smith, presented a resolution entitled, “Creation of Finance Clerk I (Seasonal) Position”.

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

Human Resources Director, Michele Smith, presented a resolution entitled, “Authorization to Execute Contract with Burke Group, LLC for Compensation Consulting Services”.

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

Human Resources Director, Michele Smith, presented a resolution entitled, “Deferred Compensation Plan Fund Changes”.

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

Human Resources Director, Michele Smith, presented the second quarter retention report. Committee thanked Ms. Smith for the report.

Human Resources Director, Michele Smith, discussed the management and confidential personnel compensation analysis that was completed. Titles that fell below 95% of what other Counties and the private sector are paying are being

recommend for salary increases. They also looked at moving some titles into more appropriate bands.

Human Resources Director, Michele Smith, presented the following two resolutions

- Adjusting Salaries for Managerial/Confidential Personnel for 2023 Management Compensation Plan
- Fixing Date and Notice for the Public Hearing on Local Law No. 5 (Intro.) of 2023

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

Human Resources Director, Michele Smith, discussed the consideration of moving to self-insured funding for health insurance and how it could help save the County and employees money.

Supervisor Wickham asked if there would be any change for our employees? Ms. Smith noted nothing would change for the employees, because we would still contract with Excellus to be the third-party provider for the first year. Supervisor Ingalsbe asked if the towns would be able to join with the County to be able to provide the same health insurance to their employees? Ms. Smith said unfortunately no, they would not be able to.

Committee recommended that Ms. Smith continue to move forward with shifting to self-insured funding for health insurance.

WAYS AND MEANS

County Attorney, Holly Adams, presented a resolution entitled, "Adopting Local Law No. 4 (Intro.) of 2023".

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

Finance Director, Mary Gates, let the committee know that sales tax disbursements will be made to the municipalities this coming week. We are currently about 2.5% up from what was budgeted for sales tax revenue. Interest earnings are also up significantly at the moment. The department is working to strategically invest these earnings. The department still has openings, but many positions are transitioning as staff is being promoted.

PLANNING

Associate Planner, Tim Jensen, let the committee know that the bids have come back for the firing range project. The lowest responsible bidder come in roughly \$20,000 under budget. They would like proceed with this bidder, but have not gotten final approval from the State on the \$230,000 DASNY grant that is to be used to fund part of this project. Mr. Jensen would like the committee to recommend how they would like the Planning Department to proceed. They have two options. They can proceed with awarding the bid in anticipation of the DASNY grant or wait and rebid after final approval of the DASNY grant is received.

Committee suggested to Mr. Jensen to move forward with awarding the bid, even though we don't have final DASNY approval.

**COUNTY
ADMINISTRATOR**

County Administrator, Chris DeBolt, presented a resolution entitled, "Reappointment of Purchasing Director, Jenifer Langer".

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

County Administrator, Chris DeBolt, provided the following updates:

- State and FEMA representatives don't believe that the community will qualify for individual assistance (IA) funding from FEMA. It is looking like the community won't meet the threshold to be eligible for those funds, but the municipalities will meet the public assistance (PA) funding threshold for the public infrastructure that was damaged. There will be training session for municipalities on how to submit appropriate paperwork for PA funding
- Individuals and businesses will be able to apply to the Small Business Administration for low interest loans to help repair their homes
- The Flood Information Center is open at the Canandaigua Chamber of Commerce and people are encouraged to speak with them
- The ARPA Community Arts, Cultural, and Recreation grant applications are being accepted through August 11th

**PRIVILEGE OF
THE FLOOR**

Mr. Jacob Welch talked about the housing plan that he sent to the Board prior to the July 13th meeting. Assemblyman Gallahan's office has let him know that if the Board of Supervisors passes a resolution supporting his housing plan then they will support it at the State level. Chairman Baker suggested that he ask the Health and Human Services Committee to present a resolution for discussion.

**EXECUTIVE
SESSION**

At 4:20 PM, Supervisor Green made the motion, seconded by Supervisor Russell, to go into executive session regarding discussions of collective negotiations pursuant to Article 14 of the Civil Services Law (the Taylor Law) and proposed, pending or current litigation; motion carried.

At 4:24 PM, Supervisor Green made the motion, seconded by Supervisor Wickham, to leave executive session; motion carried.

ADJOURNMENT

Motion to adjourn made at 4:25 PM by Supervisor Ingalsbe, seconded by Supervisor Phillips, and carried.

**RESPECTFULLY
SUBMITTED**

Kristin A. Voss, Clerk to the Board