



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

September 7, 2022

MEMBERS PRESENT

In Person:

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

Via WebEx:

Supervisor Robert Green

OTHERS PRESENT

In Person:

Board Chairman Jack Marren
County Administrator Chris DeBolt
Deputy County Administrator Alissa Bubb
Finance Director Mary Gates
Manager of Financial Ops Lorrie Scarrott
Senior Fiscal Manager Nellie Puma
Planning Director Tom Harvey
County Treasurer Gary Baxter
County Attorney Holly Adams
Assistant County Attorney Ben Gilmour
Human Resources Director Michele Smith
Safety Coordinator Sherman Manchester
Sheriff Phil Povero
Public Defender Leanne Lapp
Abigail Marion Resident Town of Manchester
Deputy Board Clerk Diane Foster

Via WebEx:

EMS Coordinator Deb Trickey
Planner Tim Jensen
Purchasing Buyer Jennifer Langer
Fiscal Manager Kathleen Meyers
Grant Coordinator Holly Smith
Confidential Secretary Judy Manntai

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 & Means Committee on August 17, 2022, was made by Supervisor Wickham, and seconded by Supervisor Marshall. The motion carried.

FLCC

The following resolution on behalf of Finger Lakes Community College was considered for approval.

- **Resolution:** 2021-2022 FLCC Operating Budget Amendment No. 1 - Grants

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

**HEALTH &
HUMAN SERVICES**

Finance Director Mary Gates presented the following resolution on behalf of the Public Health Department.

- **Resolution:** Authorization to Extend Contract with Sherloq Financial for Collection Services

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

PUBLIC SAFETY

Sheriff Phil Povero presented the following resolution for approval.

- **Resolution:** Authorization to Accept Public Safety Answering Points Operations Grant from NYS Division of Homeland Security and Emergency Services

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

EMS Coordinator Deb Trickey presented the following resolution for approval.

- **Resolution:** Extension of FY19 State Homeland Security Program (SHSP) Grant Program - Office of Emergency Management

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

Public Defender Leanne Lapp presented the following three resolutions for approval.

Supervisor Marshall made the motion to consider the three resolutions as a block and moved their approval. Supervisor Russell seconded the motion.

- **Resolution:** Authorization to Accept the Upstate Quality Improvement and Third Caseload Reduction Grant from the Office of Indigent Legal Services - Office of Public Defender
- **Resolution:** Authorization to Accept Distribution 9 Grant from the Office of Indigent Legal Services - Office of Public Defender
- **Resolution:** Authorization to Accept Distribution 11 Grant from the Office of Indigent Legal Services - Office of Public Defender

The motion carried.

PUBLIC WORKS

Senior Fiscal Manager Nellie Puma presented the following three resolutions for approval.

Supervisor Pete Ingalsbe made the motion to consider the three resolutions as a block and moved their approval. Supervisor Campbell seconded the motion.

- **Resolution:** Capital Project No. H055-19, County Road 36 Culvert #36: Budget Transfer - Department of Public Works

- **Resolution:** Capital Project No. H059-19, County Road 36 Culvert #32: Budget Transfer - Department of Public Works
- **Resolution:** Closing of Capital Project No. H039-17, County Road 23 at McIvor Road and Fort Hill Road: Intersection Improvements To Fund Purchase Order for 2023 CIP Vehicle - Chev Tahoe (K9)

The motion carried.

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

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

Human Resources Director Michele Smith presented the following resolution for approval.

- **Resolution:** Approving Memorandum of Agreement No. 2-2022 Between Ontario County and Ontario County Sheriff - The Ontario County Sheriff's General Unit

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

**WAYS & MEANS
STANDING
COMMITTEE**

County Treasurer Gary Baxter presented the following resolution for approval.

- **Resolution:** Authorizing Contract Renewal with Auctions International, Inc. Auction of Real Property Tax Foreclosure Parcels

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

Finance Update

Finance Director Mary Gates updated the Committee regarding the issuance of the Financial Statements and clarification/amendment of the wording in a section of the Letter of Communication that was discussed last round.

By general consent it was agreed that Mary Gates will send the revised Letter of Communication to the Committee for review.

2023 Budget ~ In good shape at this point to leave the tax rate flat. There are a few more adjustments to be made. This will also keep General Fund Balance in the 19-25% range based on Ms. Gates current assessment. It was noted that property tax assessments increased by approximately 10.7% (An average increase for the entire county. Not all assessments increased by that amount).

Ways and Means Department Budget Review - Tuesday, September 27 at 8:00 a.m.

**County Administrator
Update**

Reminders from County Administrator DeBolt:
~ Show up early for pictures of Board of Supervisors on Thursday, September 15th.
~ Please help get the word out regarding the Community Assessment Survey.

EXECUTIVE SESSION At 3:22 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 Marshall seconded the motion. The motion carried.

At 4:28 p.m., Supervisor Marshall made the motion to move out of Executive Session. Supervisor Russell 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 Wickham, and seconded by Supervisor Campbell. The motion carried.

The next regularly scheduled meeting for the Ways & Means Committee is Wednesday, September 28, 2022, at 3:00 p.m. at 74 Ontario Street and via WebEx.

Respectfully submitted,

Judy Manntai, Confidential Secretary