



WAYS & MEANS COMMITTEE

Wednesday, October 18, 2023, Time: 3:00 PM
Committee Room, 2nd floor, 74 Ontario Street,
Canandaigua, NY 14424

Committee Members

David Baker, Chair
Robert Green
Peter Ingalsbe
Dan Marshall
David Phillips
Richard Russell
Andrew Wickham

1. Call to Order:

The Ways & Means Committee was called to order at 03:00 PM on October 18, 2023.

Members Present: Supervisor(s) David Baker, Andrew Wickham, Peter Ingalsbe, Daniel Marshall, *via WebEx*, Robert Green, David Phillips.

Necessarily Absent: Supervisor(s) Richard Russell.

Others present in addition to committee members:

- BOS Chairman, Todd Campbell
- County Administrator, Chris DeBolt
- Deputy County Administrator, Alissa Bub
- County Attorney, Holly Adams
- Purchasing Director, Jenifer Langer
- Fiscal Manager, Kathleen Meyers
- Assistant County Attorney, Ben Gilmour
- Clerk to the Board, Kristin Voss
- Mental Health Director, Jessica Mitchell, *via WebEx*
- Public Health Director, Kate Ott, *via WebEx*
- District Attorney, Jim Ritts, *via WebEx*
- Nancy Yacci, *via WebEx*
- Finance Director, Mary Gates
- Deputy Finance Director, Nellie Puma
- Human Resources Director, Michele Smith
- Associate Planner, Tim Jensen
- DPW Commissioner, Bill Wright
- Public Defender, Leanne Lapp
- Safety Coordinator, Mike Flatt
- Supervisor Jack Marren, *Via Webex*
- Grant Coordinator, Holly Smith, *via WebEx*
- Fiscal Manager, John Rizzo, *via WebEx*
- Fiscal Manager, Barbara Sweet, *via WebEx*

2. Approval of Minutes:

Supervisor Andrew Wickham motioned to approve the minutes of the September 27, 2023 Ways & Means Committee meeting. The motion was seconded by Supervisor Peter Ingalsbe. The motion passed.

Yes: Supervisor(s): David Baker, Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

3. Planning Department & FLCC:

Timothy Jensen, presented a resolution entitled, Capital Project No. H095-23 - Authorize Contracts with the CBORD Group, Inc. & Upstate Communication & Security for IT Equipment & installation.

Supervisor David Phillips motioned to approve the resolution as presented. The motion was seconded by Supervisor Robert Green. The motion passed.

Yes: Supervisor(s): David Baker, Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

4. Public Works Capital Projects:

Nellie Puma, presented a resolution entitled, "Capital project No. H049-18 - County Road 46 at Smith Road - Intersection Improvements Budget Transfer".

Supervisor Peter Ingalsbe motioned to approve the resolution as presented. The motion was seconded by Supervisor David Phillips. The motion passed.

Yes: Supervisor(s): David Baker, Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Bill Wright, presented a resolution entitled, "Capital Project No. H082-22 - Ontario Beach Park Improvements Project - Authorize Design Development Consultant Services Contract and Budget Transfer".

Supervisor David Phillips motioned to approve the resolution as presented. The motion was seconded by Supervisor Peter Ingalsbe. The motion passed.

Yes: Supervisor(s): David Baker, Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Bill Wright, presented a resolution entitled, "Capital Project No. H062-19 - Firing Range Improvement - Authorization to Contract for Electrical Services - Woodstone Earth Construction, Inc. and Bishop Electric".

Supervisor Robert Green motioned to approve the resolution as presented. The motion was seconded by Supervisor Andrew Wickham. The motion passed.

Yes: Supervisor(s): David Baker, Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Steven Vanderbrook, presented a budget transfer for replacing an air handler unit at the Records and Archives building.

Supervisor David Phillips motioned to approve the budget as presented. The motion was seconded by Supervisor Robert Green. The motion passed.

Yes: Supervisor(s): David Baker, Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

5. Governmental Operations & Insurance:

Ways and Means Committee oversees the activities, programs, or other matters related to the following departments, agencies, or activities: *County Treasurer, Department of Finance, County Budget, Capital Improvement Financing, County Purchasing, Fixed Assets Inventory, Finger Lakes Community Colleges, Human Resource, Employee Relations, Employee Assistance Program, Personnel Contracts, Affirmative Action, Americans with Disabilities Act Compliance, Civil Service.*

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Holly Adams, presented a resolution entitled, "Resolution for the Cancellation of Certain Delinquent Tax Liens".

Supervisor David Phillips motioned to approve the resolution as presented. The motion was seconded by Supervisor Peter Ingalsbe. The motion passed.

Yes: Supervisor(s): David Baker, Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

6. Health & Human Services:

Kate Ott, presented a resolution entitled, "Authorization To Accept SY2024 Program Grant (CFDA# 20.616) from Governor's Traffic Safety Committee".

Supervisor Robert Green motioned to approve the resolution as presented. The motion was seconded by Supervisor Peter Ingalsbe. The motion passed.

Yes: Supervisor(s): David Baker, Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Kate Ott, presented a resolution entitled, "Acceptance Of The STOP-DWI HVEC Grant 2023-2024".

Supervisor Robert Green motioned to approve the resolution as presented. The motion was seconded by Supervisor Andrew Wickham. The motion passed.

Yes: Supervisor(s): David Baker, Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Jessica Mitchell, presented a budget transfer to cover items in the consultation and professional budget line from Contingency.

Supervisor Peter Ingalsbe motioned to approve the budget as presented. The motion was seconded by Supervisor Andrew Wickham. The motion passed.

Yes: Supervisor(s): David Baker, Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

7. Public Safety:

Leanne Lapp, presented a resolution entitled, "Authorization To Accept The Adult Treatment Court Grant From The Department Of Justice Bureaus Of Justice Assistance ".

Supervisor Robert Green motioned to approve the resolution as presented. The motion was seconded by Supervisor Andrew Wickham. The motion passed.

Yes: Supervisor(s): David Baker, Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

8. Human Resources:

Mr. Flatt reviewed the safety reports that were included in the committee's packet. In September there were only three injuries, with two of those being recordable, bringing the year to date injury totals to

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103 with 53 of those being recordable. He also noted, that October is protect your hearing month.

Supervisor Peter Ingalsbe motioned to approve the informational report as presented. The motion was seconded by Supervisor David Phillips. The motion passed.

Yes: Supervisor(s): David Baker, Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Michele Smith, presented the following two resolutions:

- Creation of Office Specialist I Position
- Creation of Caseworker, H.E.L.P (Temporary) Position

Supervisor Peter Ingalsbe motioned to approve these resolutions, as presented, as a block. The motion was seconded by Supervisor David Phillips. The motion passed.

Yes: Supervisor(s): David Baker, Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Michele Smith, presented a resolution entitled, "Salary Adjustment - Michael Bezer".

Supervisor Andrew Wickham motioned to approve the resolution as presented. The motion was seconded by Supervisor David Phillips. The motion passed.

Yes: Supervisor(s): David Baker, Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Michele Smith, presented a resolution entitled, "Step Adjustment - Felicia Griffin".

Supervisor David Phillips motioned to approve the resolution as presented. The motion was seconded by Supervisor Robert Green. The motion passed.

Yes: Supervisor(s): David Baker, Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Michele Smith, presented the following two resolutions:

- Adopting Local Law No. 6 (Intro.) of 2023
- Adopting Local law No. 7 (Intro.) of 2023

Supervisor Andrew Wickham motioned to approve these resolutions, as presented, as a block. The motion was seconded by Supervisor Peter Ingalsbe. The motion passed.

Yes: Supervisor(s): David Baker, Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

9. Purchasing Department:

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Jenifer Langer, presented a resolution entitled, "Authorization to Participate in the Cooperative Bid for Networked Copiers Coordinated by Eastern Suffolk BOCES".

Supervisor Robert Green motioned to approve the resolution as presented. The motion was seconded by Supervisor Andrew Wickham. The motion passed.

Yes: Supervisor(s): David Baker, Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

10. Finance Department:

Mary Gates, presented the following two resolutions:

- Adoption of County Budget for Year 2024
- Appropriation to Conduct County Government Fiscal Year 2024

Supervisor David Phillips motioned to approve these resolutions, as presented, as a block. The motion was seconded by Supervisor Peter Ingalsbe. The motion passed.

Yes: Supervisor(s): David Baker, Robert Green, Daniel Marshall, David Phillips, Andrew Wickham. No: Supervisor(s): Peter Ingalsbe. Abstain: Supervisor(s): None.

Ms. Gates let the committee know that they just received confirmation from New York State, that the District Attorney will receive discovery reform money in the amount of \$410,184 in 2024. This will allow the County to reduce the 2024 tax levy by this amount. This will also allow us to decrease the tax rate to \$5.98 from \$6.01. Since the tentative budget has already been submitted to the Board of Supervisors for approval. The Board can make this amendment to the 2024 budget at the Board meeting.

Mary Gates, presented a resolution entitled, "Approval of the 2024-2029 Capital Improvement Plan".

Supervisor David Phillips motioned to approve the resolution as presented. The motion was seconded by Supervisor Peter Ingalsbe. The motion passed.

Yes: Supervisor(s): David Baker, Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

11. County Administrator:

Christopher DeBolt, presented a resolution entitled, "Accepting Donation from Ms. Bethany Shoemaker".

Supervisor Peter Ingalsbe motioned to approve the resolution as presented. The motion was seconded by Supervisor Andrew Wickham. The motion passed.

Yes: Supervisor(s): David Baker, Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

County Administrator, Chris DeBolt, let the committee know that Supervisor Daryl Marshall asked in Governmental Operations & Insurance to have more research done on why county employed married

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couples don't qualify for the health insurance buyout for one of the employed spouses. Staff will bring more information back to the Governmental Operations and Insurance committee next cycle.

12. Executive Session:

Supervisor David Phillips motioned to enter executive session at 4:00 PM for discussions on collective negotiations pursuant to Article 14 of the Civil Services Law (the Taylor Law). Supervisor Peter Ingalsbe seconded the motion. The motion passed.

Supervisor Robert Green motioned to exit executive session at 4:05 PM. Supervisor Andrew Wickham seconded the motion. The motion passed.

Confirm next meeting date and time: *November 8, 2023 at 3:00 PM*

Adjournment:

On motion of Supervisor Peter Ingalsbe, seconded by David Phillips, the Ways & Means Committee meeting was adjourned at 04:06 PM.