



**Minutes**  
**WAYS AND MEANS COMMITTEE**  
 3019 County Complex Drive ~ 2nd Floor, Room 205  
 Canandaigua, NY 14424

**April 10, 2019**

**MEMBERS PRESENT**

Supervisors David Baker, Jeffery Gallahan, Peter Ingalsbe, Daniel Marshall, Kristine Singer, Robert Green

Supervisor Andrew Wickham was necessarily absent.

**OTHERS PRESENT**

In addition to Committee Members: Mary Gates, Mary Krause, Brian Young, Jim Ritts, Leanne Lapp, Bill Wright, Tom Harvey, Irene Coveny, Diane Johnston, Betsy Landre, Deb Gierman, Holly Adams, Lea Nacca, Michele Smith, Lindsey Burgess, Sherman Manchester, Peter Brown, Kathleen Meyers, Sandy Seeber, Judy Manntai; FLCC - Dr. Nye, J.R. Dempsey, Joe Delforte; The Bonadio Group- Craig Stevens

**CALL TO ORDER**

The meeting of the Ways and Means Committee was called to order at 3:00 p.m. by Chairman Baker.

**MINUTES**

Supervisor Marshall made the motion to approve the minutes of the Ways and Means Committee on March 20, 2019. Supervisor Green seconded the motion. Motion carried.

**FLCC**

FLCC Financial Statements for Year  
Ending August 31, 2018

J.R. Dempsey, Vice President for Administration and Finance, introduced Craig Stevens of The Bonadio Group who gave a brief presentation and highlighted the Executive Summary of FLCC audit results for the year ending August 31, 2018.

**PUBLIC SAFETY**

- ▶ **Transfer:** *Sheriff ~ Project Lifesaver*

Supervisor Green made the motion to approve the budget transfer of \$6,422.80 from Appropriated Fund Balance for the Project Lifesaver Program. The funds were not previously removed from year 2018 and transferred into year 2019. Supervisor Singer seconded the motion. Motion carried.

- ▶ **Resolution:** *District Attorney ~ Reclassifying an Office Specialist I Position to a Senior Clerk Position*  
Supervisor Green made the motion to approve the resolution to authorize the reclassification of Office Specialist I to Senior Clerk, effective upon adoption. Supervisor Marshall seconded the motion. Motion carried.
- ▶ **Resolution:** *Public Defender ~ Salary Adjustment - Matthew Mix*  
Supervisor Marshall made the motion to approve the resolution to adjust the salary of Matthew Mix, Assistant Public Defender, at Band 5, Step I (\$97,282), effective upon adoption. Supervisor Green seconded the motion. Motion carried.

## GOVERNMENT OPERATIONS & INSURANCE

- ▶ **Resolution:** *Adopting Local Law No. 2 (Intro.) 2019 After Public Hearing and Notice of Adoption of Local Law*  
Supervisor Singer made the motion to approve the resolution that Local Law No. 2. (Intro) of 2019, allowing the creation of a position of Deputy Director of Real Property Tax Service, be adopted. Supervisor Marshall seconded the motion. Motion carried.

## HEALTH & HUMAN SERVICES

The following two items were considered as a block. Supervisor Marshall made the motion to approve the resolutions. Supervisor Gallahan seconded the motion. Motion carried.

- ▶ **Resolution:** *Mental Health ~ Authorization for Amendment Agreement, ARC NY, Inc., Ontario County Chapter - 2018*  
Motion carried to approve the resolution to amend the agreement awarding ARC NY, Inc., Ontario County Chapter, an additional amount of \$2,599, making the total amount of the 2018 agreement not to exceed \$343,710.
- ▶ **Resolution:** *Mental Health ~ Authorization for Amendment Agreement, ARC NY, Inc., Ontario County Chapter - 2019*  
Motion carried to approve the resolution to amend the agreement awarding ARC NY, Inc., Ontario County Chapter, an additional amount of \$393, making the total amount of the 2019 agreement not to exceed \$343,103.
- ▶ **Resolution:** *Office for the Aging ~ Creation of Two Bus Driver, Substitute Positions, Abolishment of Two Food Site Aide, Part-Time Positions*  
Supervisor Ingalsbe made the motion to approve the resolution to create two Bus Driver, Substitute positions, effective upon adoption; and further, that two vacant positions of Food Site Aide, Part-Time, be abolished. Supervisor Marshall seconded the motion. Motion carried.

## CAPITAL PROJECTS

- ▶ **Resolution:** *FLCC ~ Approval of Supplemental Agreement with the Friends of CMAC Concerning the FLCC/CMAC Emergency Evacuation and Fencing Project*  
Supervisor Gallahan made the motion to approve the resolution for the Agreement with the Friends of CMAC and FLCC in regard to the design, construction, maintenance, and operation of the said improvements on file with the Clerk of the Board. Supervisor Ingalsbe seconded the motion. Motion carried.

- ▶ **Resolution:** *FLCC ~ Establish Capital Project No. 01-2019 as the FLCC/CMAC Evacuation and Fencing Project*  
Supervisor Marshall made the motion to approve the resolution to establish Capital Project No. 01-2019 as the FLCC/CMAC Emergency Evacuation and Fencing Project; and further, that the budget for CP 01-2019 be established as stipulated in the resolution. Supervisor Ingalsbe seconded the motion. Motion carried.
  
- ▶ **Resolution:** *Public Works ~ CP 07-2013, Jail Modifications - Authorizing Contract with SWBR Architects for Professional Consultant and Design Services for the Ontario County Jail Roof Repair*  
Supervisor Singer made the motion to approve the resolution authorizing a contract with SWBR to provide said project services for a cost not to exceed \$15,000; and further to amend the budget for the project as stipulated in the resolution. The term of the contract will commence on April 19, 2019, and expire October 31, 2019. Supervisor Ingalsbe seconded the motion. Motion carried.
  

The following two items were considered as a block. Supervisor Singer made the motion to approve the resolutions. Supervisor Marshall seconded the motion. Motion carried.

  
- ▶ **Resolution:** *Public Works ~ Create Capital Project No. 02-2019, Chiller Replacements: Award of Contract to C&S Companies for Professional Services, and Appropriate Reserves*  
Motion carried to approve the resolution to create Capital Project No. 02-2019, Chiller Replacements; to authorize the fund transfer and establish the budget for said project as stipulated in the resolution; and that a contract with C&S Companies be approved for final design services, construction administration services, and post construction phase services for a cost not to exceed \$63,459. The term of the contract will commence on April 19, 2019, and expire on November 29, 2019.
  
- ▶ **Resolution:** *Public Works ~ CP 02-2019, Chiller Replacements: Award of Contract for 20 Ontario Street Roof Replacement Design and Construction Administration Services to SWBR Architects, Engineers and Landscape Architecture*  
Motion carried to approve the resolution to approve a contract with SWBR Architects, Engineers and Landscape Architecture for final design services, construction administration services, and post-construction phase services for a cost not to exceed \$6,000; and further, to authorize the fund transfer and amendments to the project budget as stipulated in the resolution.

## PUBLIC WORKS

- ▶ **Transfer:** *Highway ~ Budget Transfer: Purchase Portable Welder*  
Supervisor Ingalsbe made the motion to approve the budget transfer of \$4,805 to purchase a portable welder to be used by the Highway Department. Supervisor Singer seconded the motion. Motion carried.

## PLANNING & ENVIRONMENTAL QUALITY

- ▶ **Resolution:** *Aquatic Vegetation ~ Authorization to Accept Round 15 Water Quality Improvement*  
Supervisor Singer made the motion to approve the resolution to authorize a contact with DEC for a term of May 2, 2018, to April 30, 2023, at no required County cost; to authorize and accept the WQIP

*Grant for Honeoye Lake Aquatic Vegetation Management Project*

Round 15 Agreement grant award of \$41,250 with the New York State Department of Environmental Conservation; and to approve the budget transfer as stipulated in the resolution. Supervisor Gallahan seconded the motion. Motion carried.

## HUMAN RESOURCES

### Safety Report

Opportunity was given for questions and comments regarding the Safety Report submitted by Safety Coordinator Sherman Manchester.

Supervisor Gallahan made the motion to accept the report. Supervisor Singer seconded the motion. Motion carried.

The following four items were considered as a block. Supervisor Singer made the motion to approve the resolutions. Supervisor Ingalsbe seconded the motion. Motion carried.

- ▶ **Resolution:** *2020 - 2021 Salary Schedule: Board of Supervisors*

Motion carried to approve the 2020-2021 Salary Schedule for the Board of Supervisors as stipulated in the resolution.

- ▶ **Resolution:** *2020 Salary for County Historian*

Motion carried to approve the resolution establishing the 2020 salary for the County Historian at \$17,732, effective January 1, 2020.

- ▶ **Resolution:** *2020 - 2023 Salary Schedule for County Clerk*

Motion carried to approve the 2020-2023 Salary Schedule for the County Clerk as stipulated in the resolution.

- ▶ **Resolution:** *2020 - 2023 Salary Schedule: Coroners*

Motion carried to approve the 2020-2023 Salary Schedule for Coroners as stipulated in the resolution.

- ▶ **Resolution:** *Declaring the Week of May 5-11, 2019 as "Public Service Recognition Week"*

Supervisor Gallahan made the motion to approve the resolution declaring May 5-11, 2019, as "Public Service Recognition Week" in Ontario County. Supervisor Singer seconded the motion. Motion carried.

### HR Update

Human Resources Director Michele Smith reported there will be participation in the Diversity Recruitment Day at FLCC on April 19, 2019, to promote working in Ontario County.

## WAYS & MEANS STANDING COMMITTEE

- ▶ **Resolution:** *Purchasing ~ Authorization to Participate in Cooperative Bids Coordinated by Wayne Finger Lakes BOCES*

Supervisor Marshall made the motion to approve the resolution to authorize Director of Purchasing Deb Gierman to sign the "General Resolution" for the Ontario County Purchasing Department to participate in the cooperative bids coordinated by Wayne Finger Lakes BOCES. Supervisor Gallahan seconded the motion. Motion carried.

- ▶ **Resolution:** *Finance ~ Creation*

Supervisor Singer made the motion to approve the resolution authorizing

*of an Accountant I Position;  
Abolishment of a Fiscal Manager  
Position*

creation of an Accountant I position, effective upon adoption; and further, that a vacant position of Fiscal Manager be abolished. Supervisor Marshall seconded the motion. Motion carried.

- ▶ **Resolution:** *Finance ~  
Establishment of Compensated  
Absences Designated Fund  
Balances*

Supervisor Gallahan made the motion to establish Designated Fund Balances for each current and future fund which may incur Compensated Absences; and further, that balances currently accounted for in the Non-Current Liabilities Fund associated with Compensated Absences be reclassified to the appropriate Designated Fund Balances for each fund. Supervisor Singer seconded the motion. Motion carried.

### County Administrator Update

County Administrator Mary Krause reported:

- > There will be a Chair/Vice Chair Meeting at 5:45 p.m. on Thursday April 18, immediately prior to the Board of Supervisors Meeting.
- > Congratulations was expressed to Director of Finance Mary Gates who has been named a finalist for Finance Executive of the Year by the Rochester Business Journal. The Awards Luncheon will be held on May 23 at the Riverside Convention Center.

### EXECUTIVE SESSION

At 3:36 p.m., Supervisor Singer made the motion to move into Executive Session to discuss legal matters and Labor Relations matters with counsel. Supervisor Gallahan seconded the motion. Motion carried.

At 3:53 p.m., Supervisor Gallahan made the motion to move out of Executive Session. Supervisor Marshall seconded the motion. Motion carried.

### PUBLIC WORKS

- ▶ **Resolution:** *Public Works ~  
Creation of a Supervisor, Bureau  
of Wastewater Management  
Position and Creation of a Civil  
Engineer (Ontario County)  
Position; Abolishment of a  
Junior Engineer Position*

Supervisor Singer made the motion to approve the resolution authorizing creation of a Supervisor, Bureau of Wastewater Management position (Band 8 on Management Compensation Salary Schedule) and the creation of a Civil Engineer (Ontario County) position (Grade A19), effective upon adoption; and further, that a vacant position of Junior Engineer be abolished. Supervisor Ingalsbe seconded the motion. Motion carried.

### ADJOURNMENT

Being no further business to come before the Committee, the meeting was adjourned at 3:54 p.m., following a motion by Supervisor Singer. Motion was seconded by Supervisor Marshall, and carried.

The next scheduled meeting for the Ways & Means Committee is Wednesday, May 1, 2019, at 3:00 p.m.

Respectfully submitted,  
Judy Manntai, Confidential Secretary