



MINUTES
FINANCIAL MANAGEMENT COMMITTEE
3019 County Complex Drive, Canandaigua, New York

February 10, 2016

MEMBERS PRESENT

David Baker, Robert Green, Dan Marshall, Rich Russell, Kris Singer, Drew Wickham

OTHERS PRESENT

In addition to Committee Members: Mary Krause, Cathy Bentzoni, Lorrie Scarrott, Mary Gates, John Berry, Tom Harvey, Diane Johnston, Denise Morley, Sheriff Povero, Steve DeChick, Sue Cirencione, Holly Adams, Carla Jordan, Tim Jensen, Betsy Landre, Mary Burnett, Rochelle Gray, Nellie Puma, Kathleen Meyers, Halle Stevens, Barbra Sweet, Steve Healy-CSEA, Judy Manntai

CALL TO ORDER

The meeting of the Financial Management Committee was called to order at 2:00 p.m. by Chairman David Baker.

MINUTES

Supervisor Green made a motion to approve the minutes of the Financial Management Committee meeting on January 20, 2016. Supervisor Singer seconded the motion. The motion carried.

HEALTH & MEDICAL

- ▶ **Resolution:** *Mental Health ~ Authorization to Accept Vital Access Provider (VAP) Grant*

Supervisor Green made a motion to file the resolution authorizing the Mental Health Department to accept the VAP grant award of \$400,917. The grant funds will be used to offset the cost of two additional budgeted positions in the Mental Health Department, enhancement of the Electronic Case Record and Billing software, and for follow up to the needs assessment of the clinic. Supervisor Singer seconded the motion. The motion carried.

HUMAN SERVICES

- ▶ **Transfer:** *DSS ~ Transfer to Balance Accounts Year End 2015*

Supervisor Singer made a motion to approve the budget transfer of \$19,000 to balance accounts for the 2015 year end. Supervisor Marshall seconded the motion. The motion carried.

PUBLIC SAFETY

The following two items were considered as a block. Supervisor Singer made the motion to file the resolutions. Supervisor Green seconded the motion. The motion carried.

- ▶ **Resolution:** *Sheriff ~ Authorization to Apply for Missing Alzheimer's Patient Assistance Program Grant*
The motion carried to authorize submission of the application for funding from Project Lifesaver International Missing Alzheimer's Foundation Patient Assistance Program Grant in support of the Project Lifesaver Program.
- ▶ **Resolution:** *Sheriff ~ Authorization to Apply for Elder Abuse Grant*
The motion carried to authorize submission of the application for funding from Lifespan's Elder Abuse Prevention Grant. The grant will provide funding for the education, collaboration, and/or implementation to increase awareness of issues pertaining to elder abuse, neglect, and exploitation in Ontario County up to \$6,500.
- ▶ **Transfer:** *Sheriff ~ Budget Transfer for New Position and Vehicle*
Supervisor Green made a motion to approve the budget transfer to distribute the Proposed New Position budget lines to the appropriate detailed budget lines per the 2016 Approved Budget, including the purchase of a marked vehicle, laptop, radar, mobile radio, and portable radio. Supervisor Russell seconded the motion. The motion carried.
- ▶ **Transfer:** *Sheriff CIP ~ Budget Transfer to Change an Unmarked Vehicle to a Marked Vehicle*
Supervisor Russell made the motion to approve the budget transfer of \$16,000 from the Appropriated Stop DWI Reserve to cover the costs of changing an unmarked vehicle to a marked vehicle due to the retirement of a civil deputy that will now be transitioned to a county police deputy, including the purchase of a radar unit in the sheriff's budget. Supervisor Marshall seconded the motion. The motion carried.
- ▶ **Resolution:** *Sheriff 911 ~ Award of Contract to Finger Lakes Communication for Software Maintenance of County Emergency Radio Communication System*
Supervisor Green made a motion to file the resolution to award the contract for software maintenance of the Emergency Radio Communication System to Finger Lakes Communication Co., Inc. The award shall be in effect for 12 months starting January 1, 2016, through December 31, 2016, for a total price of \$140,000. Supervisor Wickham seconded the motion. The motion carried.

PUBLIC WORKS

- ▶ **Resolution:** *Public Works ~ Authorize Contract Amendment and Extension and Budget Transfer - Building 3010 Cooling Tower Replacement - Bell Mechanical Contractor, Inc.*
Supervisor Marshall made a motion to file the resolution to authorize a contract amendment with Bell Mechanical, Inc., in the amount of \$68,000 for the addition of a second cooling tower at the County's Human Services Building resulting in a revised contract amount of \$196,400. The contract will be extended 60 days and will now expire on July 4, 2016. Supervisor Wickham seconded the motion. The motion carried.

- ▶ **Resolution:** *Route 332 Sewer District ~ Authorize Contract Amendment for Professional Services - Pump Station in Forcemain Replacement Project*
Supervisor Russell made a motion to file the resolution authorizing a contract amendment with Barton & Loguidice, D.P.C., for a cost not to exceed \$91,400 for the full scale design of said project. Supervisor Wickham seconded the motion. The motion carried.

CAPITAL PROJECTS

- ▶ **Resolution:** *Space Utilization & Reallocation Project Phase III Ontario County Courthouse - CP 05-2012: Budget Transfer and Award of Construction Contracts*
Supervisor Russell made a motion to file the resolution authorizing a budget transfer of \$180,270 and amendment to the project budget; and further, to award contracts to the lowest responsive/responsible bidders as stipulated in the resolution. Supervisor Singer seconded the motion. The motion carried.
- ▶ **Resolution:** *FLCC Geneva Campus Center Project ~ CP 04-2009: Authorizing Budget Transfer and Approval of Contract with Simplex Grinnell*
Supervisor Marshall made a motion to file the resolution authorizing a short term contract with Simplex Grinnell to provide and install three carbon monoxide detectors at the FLCC Geneva Campus Center at a cost not to exceed \$2,067.05. Supervisor Singer seconded the motion. The motion carried.
- ▶ **Resolution:** *FLCC Geneva Campus Center Project ~ CP 04-2009: Authorizing Budget Transfer and Payment to CSNY, Inc., for Services Rendered for the Geneva/DeSalles Phone Relocation and Rental System - Geneva Temporary Location*
Supervisor Green made a motion to file the resolution approving the budget transfer and payment to CSNY Solutions, Inc., for services rendered for the relocation of the phone system to the permanent Geneva Campus location, provide and install one Rental System in the temporary DeSalles location, and the relocation of the existing system to the renovated permanent location for a cost not to exceed \$5,166.17. Supervisor Wickham seconded the motion. The motion carried with the understanding that the word “temporary” will be corrected to read “permanent” in the sixth *Whereas* and second *Resolved* paragraphs before submitting to the Board of Supervisors.
- ▶ **Resolution:** *2015 FLCC Capital Maintenance Project ~ CP 01-2015: Authorization to Contract with The Pike Company, Inc., for Professional Construction Management Services - HVAC Rehabilitation in the Fine Arts and Graphic Design Area*
Supervisor Russell made a motion to file the resolution to accept the proposal of The Pike Company, Inc., to provide Construction Management Services for the design, bidding, and construction of FLCC HVAC Rehabilitation in the Fine Arts and Graphic Design Area at a cost not to exceed \$112,000. The contract will begin on February 19, 2016, and terminate on September 30, 2017. Supervisor Wickham seconded the motion. The motion carried.
- ▶ **Resolution:** *Establish Capital Project CP 01-2016 ~ 2016 FLCC Maintenance Capital Project - Authorization to*
Supervisor Singer made a motion to file the resolution to establish Capital Project 01-2016 entitled FLCC Maintenance Project, approve the list of projects to be funded from this Capital Project as on file with the Clerk of the Board, and to accept the bid from

Contract with City Hill Excavating, Inc.

City Hill Excavating, Inc., for FLCC Parking Lot “D” Improvements pursuant to County Bid B15104. Supervisor Russell seconded the motion. The motion carried.

- ▶ **Resolution:** *Closing of Geneva PSAP Project ~ CP 06-2015: Authorization of Contract with McFarland-Johnson, Inc. For Professional Consultant and Engineering Services*

Supervisor Green made a motion to file the resolution to accept the proposal from McFarland-Johnson, Inc., dated February 5, 2016, in the amount of \$10,030 to provide professional consultant and engineering services for proper modifications to the rented space that will support the County’s emergency radio communications system and the County’s UHF simulcast radio system equipment. Supervisor Marshall seconded the motion. The motion carried.

FMC STANDING COMMITTEE ITEMS

- ▶ **Resolution:** *Finance ~ Adoption of the Budget Transfer Policy and Procedures - 2016*

Supervisor Marshall made a motion to file the resolution for the adoption of the *Budget Transfer Policy and Procedures - 2016*. Supervisor Russell seconded the motion. The motion carried.

- ▶ **Resolution:** *Finance ~ Amendment to and Adoption of the Ontario County Cash Management and Investment Policy*

Supervisor Green made a motion to file the resolution to amend and adopt the *Ontario County Cash Management and Investment Policy* for 2016. Supervisor Singer seconded the motion. The motion carried.

4th Quarter Financial Updates

Financial Updates for 4th Quarter, 2015 were presented.

- I. Justice and Constables, Judgements and Claims, Assessment on County Property
- ii. Sales Tax, Contingency, Community College Tuition, Contribution to FLCC, Contribution to FLCC (CIP)

OTHER BUSINESS

- ▶ **Resolution:** *Amendment to Local Law 8 of 1999 “Superseding Public Officers Law Section 3 (1) Residency of Certain Officers”*

Supervisor Russell made a motion to file the resolution to amend Local Law 8 regarding residency of certain officers. The amendment to the law will require that the Director of Finance is a resident of Ontario County. Supervisor Singer seconded the motion. The motion carried.

Director of Finance Search

County Administrator Mary Krause reported that the search for a new Director of Finance is in process, with interviews taking place on Thursday, February 11.

ADJOURNMENT

Being no further business to come before the Committee, the meeting was adjourned at 2:35 p.m., following a motion by Supervisor Singer. The motion was seconded by Supervisor Wickham. The motion carried.

The next regularly scheduled meeting is Wednesday, March 2, 2016, at 2:00 p.m. The meeting will be held at the 3019 Building, Room 205.

Respectfully submitted,

Judy Manntai
Recording Secretary

DRAFT