



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

**July 6, 2016**

**MEMBERS PRESENT**

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

**OTHERS PRESENT**

In addition to Committee Members: Mary Krause, Mary Gates, Brian Young, Jeff Harloff, Tom Harvey, Diane Johnston, Phil Povero, Bill Wright, Carla Jordan, Betsy Landre, Debra Trickey, Nellie Puma, Sandy Seeber, Halle Stevens, Holly Adams, Judy Mantai

**CALL TO ORDER**

The meeting of the Financial Management Committee was called to order at 2:01 p.m. by Chairman David Baker.

**MINUTES**

Supervisor Wickham made a motion to approve the minutes of the Financial Management Committee meeting on June 15, 2016, as presented. Supervisor Russell seconded the motion. The motion carried.

**HEALTH AND MEDICAL**

- ▶ **Resolution:** *Mental Health ~ Authority to Cancel Uncollectible Debts*

Supervisor Green made a motion to file the resolution deeming Mental Health Department accounts totaling \$3,311.59 for the period of 2012 to 2016 as uncollectible and authorizing removal of the unpaid balances from its books. Supervisor Marshall seconded the motion. The motion carried.

- ▶ **Transfer:** *Public Health ~ Budget Transfer for Adjustment of Budgeted Retirement Expenses*

Supervisor Marshall made a motion to approve the budget transfer of \$21,734.19 to adjust budgeted retirement expenses for Public Health. Supervisor Singer seconded the motion. The motion carried.

**PUBLIC SAFETY**

- ▶ **Resolution:** *Sheriff ~ Acceptance of FY16 Law Enforcement Terrorism Prevention Program Grant*

Supervisor Green made a motion to file the resolution authorizing the Office of Sheriff to accept the \$50,000 award for the FY16 LETPP Grant to be used for a Nitrate Detection Canine and Chevy Tahoe Canine Vehicle. There is no county match requirement. Supervisor Russell seconded the motion. The motion carried.

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

- ▶ **Resolution:** *Sheriff ~ Authorization to Contract with Marcus Whitman Central School District to Continue the School Resource Officer Program*

The motion carried to file the resolution authorizing the Ontario County Sheriff to contract with Marcus Whitman Central School District to continue the School Resource Officer Program for a part-time position for ten months of service from September 1, 2016 through June 30, 2017, at an estimated cost of \$34,573.

- ▶ **Resolution:** *Sheriff ~ Authorization to Contract with Naples Central School District to Continue the School Resource Officer Program*

The motion carried to file the resolution authorizing the Ontario County Sheriff to contract with Naples Central School District to continue the School Resource Officer Program for a part-time position for ten months of service from September 1, 2016 through June 30, 2017, at an estimated cost of \$33,950.

- ▶ **Resolution:** *Emergency Management ~ Acceptance of Grant from Local Emergency Management Performance Grant Program (LEMPG FY16)*

Supervisor Green made a motion to file the resolution authorizing acceptance of grant funds from the Local Emergency Management Performance Grant Program in the amount of \$45,430. Grant funds will be used to replace the UHF Radios on the Haz Mat Team Trailer. Supervisor Russell seconded the motion. The motion carried with the understanding that an additional “Resolve” paragraph will be added to the resolution stating what the funds will be used for prior to submission to the Board of Supervisors.

- ▶ **Resolution:** *Emergency Management ~ Acceptance of Grant from Hazardous Materials Emergency Grant Program (HMEP FY16)*

Supervisor Marshall made a motion to file the resolution authorizing acceptance of grant funds from the Hazardous Materials Emergency Grant Program in the amount of \$5,172. Grant funds will be used for the purchase of Foam to be used with the Foam Trailer to conduct hazardous materials training activities. Supervisor Green seconded the motion. The motion carried with the understanding that an additional “Resolve” paragraph will be added to the resolution stating what the funds will be used for prior to submission to the Board of Supervisors.

- ▶ **Resolution:** *Emergency Management ~ Acceptance of Grant from State Homeland Security Program (SHSP FY16)*

Supervisor Green made a motion to file the resolution authorizing acceptance of grant funds from the State Homeland Security Program in the amount of \$150,000. Grant funds will be used to replace the current tow vehicle for the Haz Mat team (\$52,000), purchase two (2) T.O.M. Manikins for training (\$88,000), and conduct Active Shooter Training for the Fire and EMS community (\$10,000). Supervisor Russell seconded the motion. The motion carried with the understanding that an additional “Resolve” paragraph will be added to the resolution stating what

the funds will be used for prior to submission to the Board of Supervisors.

At the request of the Committee, the possibility of doing the Active Shooter Training in-house and whether or not that will meet the requirements of the grant will also be explored.

## PUBLIC WORKS

- ▶ **Resolution:** *Public Works ~ Authorization for Submission of an application for a Wastewater Infrastructure Engineering Planning Grant*

Supervisor Singer made a motion to file the resolution authorizing an application for an EPG Grant of up to \$50,000 to fund an engineering report for improvements to the Honeoye Lake Wastewater Treatment Plant. Supervisor Russell seconded the motion. The motion carried.

## PLANNING AND RESEARCH

- ▶ **Resolution:** *Planning ~ Creation of Position - Associate Planner*

Supervisor Singer made a motion to file the resolution authorizing creation of one position of Associate Planner in the Planning Department, effective upon adoption, and authorizing the budget transfer as detailed in the resolution. Supervisor Green seconded the motion. The motion carried.

## CAPITAL PROJECTS

- ▶ **Resolution:** *Public Works - Lakeshore Drive & Moran Road Sidewalk Improvements - CP 03-2015: Acceptance of Supplemental Agreement #1 to NYS Revenue Contract*

Supervisor Singer made a motion to file the resolution to accept Supplemental Agreement #1 to the New York State Revenue Contract, which has been received and is required to increase the design funding and add the right-of-way phase to the agreement; and further, to approve the budget amendment as indicated in the resolution in anticipation of an additional contract with NYSDOT. Supervisor Wickham seconded the motion. The motion carried.

- ▶ **Resolution:** *FLCC Viticulture Center ~ CP 05-2011: Authorizing Budget Amendment to State Aid*

Supervisor Russell made a motion to file the resolution to increase the budget of the FLCC Viticulture Center Capital Project 05-2011 by \$60,190.28, to return the amount of \$25,722.84 to the Capital Project Reserve upon receipt from SUNY, and to amend the budget as stipulated in the resolution. Supervisor Green seconded the motion. The motion carried.

- ▶ **Resolution:** *2013 FLCC Capital Maintenance Project - CP 02-2013: Authorizing Change Order CO02-049 - LeChase Construction Services*

Supervisor Russell made a motion to file the resolution to accept the proposal from LeChase Construction Services, LLC, to provide all materials and labor to install said rooftop chiller bypass piping at the FLCC Geneva Campus Center for the amount of \$32,975, as described in proposed Change Order

CO02-049, and to approve the budget transfer of \$10,076.94. Supervisor Marshall seconded the motion. The motion carried.

- ▶ **Resolution:** *FLCC Geneva Campus Center Project - CP 04-2009: Authorizing Budget Transfer and Contract for Concrete Pad for Gas Booster Pump*

Supervisor Russell made a motion to file the resolution to accept the proposal of W.P. Mahoney Enterprises Inc., to provide a concrete pad for installation of a gas booster pump, relocate landscaping, and provide a trench for electrical conduit at a cost of \$3,870, to approve a short term contract with said vendor, and to authorize the budget amendment as stipulated in the resolution. Supervisor Singer seconded the motion. The motion carried.

- ▶ **Resolution:** *Closing of Geneva PSAP Project - CP 06-2015: Approval of Contract Amendment I with Concord Electric Corp.*

Supervisor Green made a motion to file the resolution authorizing a contact amendment with Concord Electric Corp., in the amount of \$4,347.94 for design revisions required relative to the location of the Uninterruptible Power Supply and bypass switch in order to accommodate the equipment, and to amend the budget for the Capital Project as stipulated in the resolution. Supervisor Singer seconded the motion. The motion carried.

- ▶ **Resolution:** *Authorization to Apply for Local Government Efficiency Grant for Regional Law Enforcement Firing Range Consolidation and Improvement Project*

Supervisor Green made a motion to file the resolution to authorize the Director of Planning to submit a consolidated funding application for a Local Government Efficiency Grant to fund the Regional Law Enforcement Firing Range Consolidation and Improvement Project in the amount of \$856,962.50. Supervisor Wickham seconded the motion. The motion carried.

**FMC STANDING COMMITTEE ITEMS**

- ▶ **Transfer:** *Finance ~ Budget Transfer for Overtime Expenses*

Supervisor Singer made a motion to approve the budget transfer of \$2,500 to cover additional overtime expenses in the Finance Department due to multiple vacant positions. Supervisor Green seconded the motion. The motion carried.

**OTHER BUSINESS**

- ▶ **Resolution:** *Authorizing Priority Service Agreement with Certain Municipalities within the County of Ontario*

Supervisor Green made a motion to file the resolution authorizing the Priority Service Agreement with the Town of Hopewell and the City of Canandaigua for 2017 and 2018 at the following contract amounts:

	<u>2017</u>	<u>2018</u>
Town of Hopewell	\$93,636	\$93,636
City of Canandaigua	\$37,454	\$37,454

Supervisor Marshall seconded the motion. The motion carried.

**Executive Session**

At 2:35 p.m., Supervisor Marshall made a motion to enter into Executive Session to confer with counsel. Supervisor Russell seconded the motion. The motion carried. At 2:50 p.m., Supervisor Marshall made a motion to adjourn the Executive Session and reconvene the regular meeting. Supervisor Singer seconded the motion. The motion carried.

**Universal Settlement**

By unanimous consent it was recommended that a short term contract be entered into with an appropriate firm at a cost not to exceed \$4,000 regarding the Universal Settlement related to the previously owned Ontario County Health Facility.

**Public Works and Financial Management Joint Meeting**

The joint meeting of the Public Works Committee and the Financial Management Committee regarding the *Proposed CIP for 2017-2022* will take place at 2:00 p.m. on July 27, immediately preceding the regularly scheduled Financial Management meeting.

**ADJOURNMENT**

Being no further business to come before the Committee, the meeting was adjourned at 2:55 p.m. following a motion by Supervisor Wickham. The motion was seconded by Supervisor Green, and carried.

The next regularly scheduled meeting is Wednesday, July 27, 2016, at 2:00 p.m.

Respectfully submitted,

Judy Mantai  
Recording Secretary