



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

April 11, 2018

MEMBERS PRESENT

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

OTHERS PRESENT

In addition to Committee Members: Mary Gates, Jack Marren, Rich Russell, Lorrie Scarrott, Brian Young, Gary Baxter, Sheriff Povero, Steve DeChick, Sean Barry, Bob Smith, Bill Wright, Carla Jordan, Betsy Landre, Robin Johnson, Gary Curtiss, Arthur James, Lea Nacca, Holly Adams, Michele Smith, Lindsey Burgess, Sherman Manchester, Nellie Puma, Kathleen Meyers, Sandy Seeber, Peter Brown, Dr. Nye-FLCC, Jim Fisher-FLCC, Judy Manntai

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 Gallahan made the motion to approve the minutes of the Ways and Means Committee on March 21, 2018. Supervisor Wickham seconded the motion. Motion carried.

RPTS Update

Real Property Tax Director Robin Johnson gave a brief update regarding the PILOT for Guardian Glass.

PUBLIC SAFETY

The following three resolutions were considered as a block. Supervisor Singer made the motion to approve the resolutions. Supervisor Gallahan seconded the motion. Motion carried.

- ▶ **Resolution:** *Sheriff~ Create Position of Finance Clerk II and Abolish Position of Finance Clerk I*

Motion carried to approve the resolution to create the position of Finance Clerk II within the Sheriff Civil and Records division and abolish the position of Finance Clerk I when the position is no longer protected for the promoted incumbent.

- ▶ **Resolution:** *Sheriff~ Create*

Motion carried to approve the resolution to create a position of Office

Position of Office Specialist I and Abolish Position of Senior Clerk

Specialist I within the Sheriff Civil and Records division, effective April 20, 2018, and abolish the position of Senior Clerk, when the position is no longer protected for the demoted incumbent.

▶ **Resolution:** *Sheriff / Jail ~ Create Position of Registered Professional Nurse (On-Call, Substitute)*

Motion carried to approve the resolution to create a position of Registered Professional Nurse (On-Call, Substitute) within the Sheriff Correctional Health Care staff to assist in reducing some overtime in Correctional Health Care and provide necessary hours for medical coverage in the Jail.

▶ **Transfer:** *Sheriff ~ Budget Transfer for FL Communications Invoice*

Supervisor Gallahan made the motion to approve the budget transfer of \$15,777 from Fund Balance to pay the Finger Lakes Communications invoice. The original Purchase Order was closed at the end of 2017. Supervisor Ingalsbe seconded the motion. Motion carried.

▶ **Transfer:** *Sheriff ~ Budget Transfer to Appropriate Fund Balance to Replace Fleet #117 Totaled in Crash*

Supervisor Marshall made the motion to approve the budget transfer of \$36,740.83 from Fund Balance to replace Fleet Vehicle #117 totaled in a crash. Self Insurance paid \$7,187 towards replacement with the remaining amount to be appropriated from Fund Balance. Supervisor Ingalsbe seconded the motion. Motion carried.

It was noted that any funds recouped in the settlement from the other driver’s insurance will first reimburse the Self Insurance Fund and the remainder will reimburse Fund Balance.

A follow-up report on the status of the insurance settlement from the other driver’s insurance was requested at the next meeting.

▶ **Transfer:** *Sheriff ~ Budget Transfer from Crime Proceeds for Purchase of Surveillance Equipment*

Supervisor Green made the motion to approve the budget transfer of \$5,970 from Crime Proceeds Reserve for the purchase of surveillance equipment. Supervisor Wickham seconded the motion. Motion carried.

CAPITAL PROJECTS

▶ **Resolution:** *Public Works ~ CP 05-2017, County Road 23 at McIvor Road & Fort Hill Road Intersection Improvements: Award of Amendment Agreement for Bergmann Associates - Design Services*

Supervisor Ingalsbe made the motion to approve the resolution to authorize an amendment agreement with Bergman Associates for detailed design, right-of-way acquisition, and bid phase services for a cost not to exceed \$159,200, for a total amended price not to exceed \$323,200; and further, that the budget of the Project be amended as indicated in the resolution. Said agreement will expire September 30, 2019. Supervisor Wickham seconded the motion. Motion carried.

▶ **Resolution:** *Planning ~ Closing of Capital Project No. 05-2013, 700 MHZ Interop Capital Project*

Supervisor Singer made the motion to approve the resolution to close Capital Project No. 05-2013, 700 MHZ Interop Capital Project; and further, that the cash balance and any additional earnings remaining in the project be transferred to the Wireless 9-1-1 Surcharge Reserve. Supervisor Wickham seconded the motion. Motion carried.

- ▶ **Resolution:** *Planning ~ Establish Capital Project No. 02-2018, 74 Ontario Street 700 MHZ Project*

Supervisor Singer made the motion to approve the resolution authorizing an agreement with the New York State Department of Homeland Security and Emergency Services; accept the grant from the New York State Division of Homeland Security and Emergency Services FY 2017 in the amount of \$682,338; establish Capital Project No. 02-2018, 74 Ontario Street 700 MHZ Project; and further, to approve the budget for the project as indicated. Supervisor Gallahan seconded the motion. Motion carried

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

- ▶ **Resolution:** *Planning ~ CP 04-2009, FLCC Geneva Campus Center Project: Authorizing Budget Transfer for Historic Panel and Acceptance of New York State Energy Research and Development Authority Funding*

Motion carried to accept the quote from Pannier Graphics to provide an historic interpretive panel at a cost of \$615 and to authorize a short term contract for said amount; to accept additional funding from NYSERDA in the amount of \$27,321; and to amend the budget of the Project as indicated in the resolution.

- ▶ **Resolution:** *Planning ~ CP 04-2009, FLCC Geneva Campus Center Project: Authorizing Budget Transfer for Payment to New York State Department of Environmental Conservation*

Motion carried to approve the payment of the NYSDEC invoice in the amount of \$110.36 related to the FLCC Geneva Campus Center Project and to amend the budget of the Project as indicated in the resolution.

PLANNING & ENVIRONMENTAL QUALITY

- ▶ **Resolution:** *Planning ~ Authorization to Accept Water Quality Improvement Grant from the New York State Department of Environmental Conservation for the FLCC Water Quality, Flood Resiliency, and Habitat Enhancement Program*

Supervisor Wickham made the motion to approve the resolution to accept the grant from the New York State Department of Environmental Conservation Round 14 WQIP grant program in the amount of \$262,400 for the purpose of maintaining and improving the water quality in Ontario County as it relates to Fall Brook and FLCC. The grant requires a 25% local contribution (or match) and said local contribution will be provided as a combination of cash and/or in-kind services through multiple partners including the Canandaigua Lake Watershed Council, Watershed Association, FLCC Conservation Department, FLCC Building and Grounds, student volunteers, and Ontario County Highway. Supervisor Singer 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.

- ▶ **Resolution:** *Allocation of Project Manager Position to Ontario County General Unit, CSEA Grade A16*

Supervisor Singer made the motion to approve the resolution to allocate the title of Project Manager to grade A16 in the CSEA bargaining unit. Supervisor Gallahan seconded the motion. Motion carried.

- ▶ **Resolution:** *Memorandum of Agreement 1-2018, Ontario County General Unit, CSEA*

Supervisor Ingalsbe made the motion to approve the resolution to create Memorandum of Agreement 1-2018, Ontario County General Unit, CSEA, directing that the title of Project Manager be placed in the CSEA bargaining unit. Supervisor Marshall seconded the motion. Motion carried.

- ▶ **Resolution:** *Board of Elections ~ Reclassifying Election Inspectors from Contractors to Employees of Ontario County*

Supervisor Singer made the motion to approve the resolution to acknowledge that up to five hundred Election Inspector positions will be considered employees of Ontario County for tax reporting purposes and paid at the per diem rate set by the Board of Supervisors. Supervisor Gallahan seconded the motion. Motion carried.

- ▶ **Resolution:** *FLCC ~ Creation of Position - Photocopy Machine Operator (DBL)*

Supervisor Marshall made the motion to approve the resolution to create a position of Photo Machine Operator (DBL) effective upon adoption until such time as the incumbent returns from disability. Supervisor Ingalsbe seconded the motion. Motion carried.

- ▶ **Resolution:** *Declaring the Week of May 6-12, 2018 as “Public Service Recognition Week”*

Supervisor Gallahan made the motion to approve the resolution declaring the week of May 6-12, 2018, as “Public Service Recognition Week” in Ontario County. Supervisor Wickham seconded the motion. Motion carried.

Human Resources ~ 2019-2024 Capital Improvement Plan

HR Director Michele Smith reported to the Committee that a Proposed Project Form for the 2019-2024 Capital Improvement Plan has been submitted for the purchase and installation of a computer software program that will integrate existing civil service records and reports, as well as maintain all required records for Civil Service. The cost of the project is approximately \$100,000 and proposed for the 2020 tax year.

WAYS AND MEANS Standing Committee Items

- ▶ **Resolution:** *Finance ~ Approval of Contract with Tyler Technologies for a New Finance System*

Sean Barry, Director of Information Services, gave an overview regarding the need for a new Finance System and the choice of Tyler Technologies’ Munis solution.

Supervisor Singer made the motion to approve the resolution to authorize a contract to purchase the new Tyler Technologies Munis Finance System from Tyler Technologies at a cost not to exceed \$2,100,000, which includes implementation and subsequent three years

of support and maintenance. Supervisor Marshall seconded the motion. Motion carried.

- ▶ **Resolution:** *Finance ~ Amendment to and Adoption of the Ontario County Cash Management and Investment Policy - 2018*

Supervisor Wickham made the motion to file the resolution to amend and adopt the *Ontario County Cash Management and Investment Policy* for 2018. Supervisor Gallahan seconded the motion. Motion carried.

- ▶ **Transfer:** *District Attorney ~ Budget Transfer from Crime Proceeds for Purchase*

Supervisor Green made the motion to approve the budget transfer of \$9,500 from Contingency to cover the increase in the District Attorney Salary as required by NYS Office of Court Administration to \$197,600 annually beginning 4/1/2018. Supervisor Singer seconded the motion. Motion carried. Supervisor Baker voted in opposition to the motion.

PLANNING - CP 06-2017

The following four resolutions regarding the FLCC Turf Field Project, Capital Project 06-2017, were considered as a block. Supervisor Gallahan made the motion to approve the resolutions. Supervisor Ingalsbe seconded the motion. Motion carried.

- ▶ **Resolution:** *Planning ~ CP 06-2017, FLCC Athletic Fields Upgrade Project: Transfer of Funds from 2016 FLCC Maintenance Project 01-2016 to Athletic Fields Upgrade Project CP 06-2017*

Motion carried to approve the resolution authorizing transfer of funds from the 2016 FLCC Maintenance Project 01-2016 to the Athletic Fields Upgrade Project CP 06-2017, and to amend the budget for Capital Project 06-2017 as detailed in the resolution.

- ▶ **Resolution:** *Planning ~ CP 06-2017, FLCC Athletic Fields Upgrade Project: Transfer of Funds from 2017 FLCC Maintenance Project 01-2017 to Athletic Fields Upgrade Project CP 06-2017*

Motion carried to approve the resolution authorizing transfer of funds from the 2017 FLCC Maintenance Project 01-2017 to the Athletic Fields Upgrade Project CP 06-2017, and to amend the budget for Capital Project 06-2017 as detailed in the resolution.

- ▶ **Resolution:** *Planning ~ CP 06-2017, FLCC Athletic Fields Upgrade Project: Authorization to Contract with FLCC Association, Inc., FLCC Student Corporation, Inc., and the FLCC Foundation, Inc., for Funding of CP 06-2017*

Motion carried to approve the resolution authorizing an agreement between the County, FLCC Association, Inc., FLCC Student Corporation, and the FLCC Foundation, (collectively the “Contributors”) for funding of the FLCC Athletic Fields Upgrade Project, wherein the Contributors will provide up to \$2,700,000 of funding for cost of the Project; to approve a request in the 2019-2024 Capital Improvement Plan for an additional \$100,000 of funding from SUNY; and to amend the budget of the Project as detailed in the resolution. The contract will commence on April 19, 2018, and terminate on December 31, 2019.

- ▶ **Resolution:** *Planning ~ CP 06-2017, FLCC Athletic Fields Upgrade Project: Authorizing Budget Transfer to Allocate Funding from 2018 FLCC Capital Maintenance*
Motion carried to approve the transfer of \$126,373.60 from the 2018 FLCC Capital Maintenance Fund to the FLCC Athletic Fields Upgrade Project and to amend the budget of CP 06-2017 as detailed in the resolution.

- ▶ **Resolution:** *Planning ~ CP 06-2017, FLCC Athletic Fields Upgrade Project: Authorizing Budget Transfers and Award of Construction Contracts*
Supervisor Singer made the motion to approve the resolution to accept the bid from Adhan Piping Co., Inc., in the amount of \$4,387,963 and to accept the bid from Nelcorp Electrical Contracting Corporation in the amount of \$1,052,350; and further, to amend the budget of CP 06-2017 as detailed in the resolution. The contracts shall commence on April 20, 2018, and terminate on April 19, 2019. Supervisor Gallahan seconded the motion. Motion carried.

EXECUTIVE SESSION

At 3:55 p.m., Supervisor Gallahan made the motion to move into Executive Session to discuss legal matters and Labor Relations matters with counsel. Supervisor Wickham seconded the motion. Motion carried.

At 3:58 p.m., Supervisor Wickham made the motion to move out of Executive Session. Supervisor Ingalsbe seconded the motion. Motion carried.

ADJOURNMENT

Being no further business to come before the Committee, the meeting was adjourned at 3:58 p.m., following a motion by Supervisor Gallahan. Motion was seconded by Supervisor Marshall, and carried.

The next scheduled meeting for the Ways & Means Committee is Wednesday, May 2, 2018, at 3:00 p.m.

Respectfully submitted,

Judy Manntai, Confidential Secretary