



**Minutes**  
**WAYS AND MEANS COMMITTEE**  
**Location: WebEx Meeting**

**June 10, 2020**

**MEMBERS PRESENT**

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

**OTHERS PRESENT**

In addition to Committee Members: Interim County Administrator Brian Young, Finance Director Mary Gates, Deputy Finance Director Lorrie Scarrott, County Attorney Holly Adams, First Assistant County Attorney Lea Nacca, Assistant County Attorney Art James, Conflict Defender Carrie Bleakley, Public Defender Leanne Lapp, County Treasurer Gary Baxter, Human Resource Director Michele Smith, Safety Coordinator Sherman Manchester, Public Works Director Bill Wright, Planning Director Tom Harvey, Associate Planner Tim Jensen, Sheriff Kevin Henderson, Undersheriff David Frasca, Chief Deputy John Storer, Purchasing Director Debbie Gierman, Mental Health Director Diane Johnston, Sr. Fiscal Managers Michael Wojcik and Rochelle Gray, Grant Manager Peter Brown, Fiscal Manager Sandy Seeber, Board Clerk Kristin Mueller, Deputy Board Clerk Diane Foster, and Confidential Secretary Judy Manntai; Mengel Metzger Barr and Co. - Thomas Zuber

**CALL TO ORDER**

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

**MINUTES**

Motion to approve the minutes of the Ways and Means Committee on May 20, 2020, was made by Supervisor Wickham, seconded by Supervisor Marshall, and carried.

**COVID-19 UPDATE**

Public Health Director Mary Beer gave a brief update regarding the current Ontario County Covid-19 stats: total of 224 have tested positive to date; 11 currently hospitalized; and 30 deaths. The Public Health staff is doing well under the circumstances and able to keep up with the volume of work. Chairman Baker expressed appreciation to the Public Health staff.

**County Treasurer - Gary Baxter**  
**SB8138B Update**

County Treasurer Gary Baxter updated the Committee on the status of SB8138B regarding special deferments and installment payments during

the Covid-19 State of Emergency. The bill has been approved by both houses, returned to the Senate, but not delivered to the Governor. The bill would authorize taxing entities to defer tax payments due to the state disaster emergency for up to 120 days and only applies to tax entities opting in. (One tax entity cannot impact the due date of taxes of another taxing entity.) NYSAC and the NYS County Treasurers and Finance Officers Association have requested that the Governor veto this bill. Finance Director Mary Gates expressed concern that this bill would significantly impact cash flow if the County were to opt-in when the County is already fiscally stressed due to reduction in sales tax income, state aid, etc. The Treasurer was requested to compile a comprehensive picture of the implications of the bill on Ontario County.

### **2019 Financial Statements Review Mengel, Metzger, Barr - TomZuber**

Thomas Zuber, from the Office of Mengel, Metzger, Barr and Co, (a.k.a. Raymond F. Wager, CPA, P.C.), presented the 2019 Financial Statements, Department of Transportation Single Audit, and the Single Audit (A-133), and commented on the audit process. The Financial Statements will be issued with an unmodified/unqualified opinion. It was noted that Ontario County ended 2019 in a strong financial position which will help in the coming months as the County deals with the financial impact of the Covid-19 Pandemic.

Finance Director Mary Gates expressed appreciation to the auditing team who had the additional challenge of the financial data being in two different systems. Appreciation was also expressed for the department heads and the finance team who work together to keep the County in good financial condition.

Motion to accept the 2019 Financial Statements, Department of Transportation Single Audit, and the Single Audit (A-133) as presented was made by Supervisor Marshall, seconded by Supervisor Wickham, and carried.

### **HEALTH & HUMAN SERVICES**

Mental Health Director Diane Johnston presented the following resolution for approval:

- Authorization for Amendment – Gretchen N. Foley, MD – Mental Health - 2020

Motion to approve this resolution was made by Supervisor Marshall, seconded by Supervisor Singer, and carried.

### **PUBLIC SAFETY**

The following four resolutions were considered as a block for approval:

Conflict Defender - Carrie Bleakley:

- Authorization to Extend Caseload Relief Grant (CHCR102) from Office of Indigent Legal Services

Public Defender - Leanne Lapp:

- Authorization to Extend Second Upstate Quality Improvement and Caseload Reduction Grant (C2ND632) from Office of Indigent Legal Services
- Authorization to Extend Distribution 6 Grant (C600032) from Office of Indigent Legal
- Authorization to Enter into a Contract with New York State Office of Indigent Legal Services Second Continue Provision of Counsel at First Appearance in Hurrell-Hearing Settlement Counties Grant (C0HCFA2B) Office of Indigent Legal Services

Motion to approve these four resolutions as a block was made by Supervisor Green, seconded by Supervisor Gallahan, and carried.

**PUBLIC WORKS / CAPITAL PROJECTS**

Planning Director Tom Harvey Rougeux presented the following resolution for approval, noting a correction to an account number:

- Amendment of 2020-2025 Capital Improvement Plan, Amendment of Capital Project H062-19 Budget, and Budget Transfer

Motion to approve this resolution was made by Supervisor Singer, seconded by Supervisor Gallahan, and carried.

Director of Public Works Bill Wright presented the following resolution for approval:

- Resolution: Capital Project H015-13 – 74 Ontario Street Renovation – Phase II – Budget Transfer

Motion to approve this resolution was made by Supervisor Wickham, seconded by Supervisor Marshall, and carried.

**HUMAN RESOURCES**

Sherman Manchester presented the Safety Report.

Motion to approve the report given by Mr. Manchester was made by Supervisor Gallahan, seconded by Supervisor Singer, and carried.

**WAYS & MEANS STANDING COMMITTEE**

Finance Director Mary Gates presented 5% Budget Reduction Transfers for the following departments:

~ Employee Safety	2,000.00
~ Finance	4,539.00
~ Health Facility	200.00
~ Human Resources	23,500.00
~ Purchasing	905.00
~ Regulatory Compliance	1,974.00
~ Tax Advertising	3,275.00
~ Treasurer	3,030.00

Motion to approve these budget reductions and transfers was made by Supervisor Ingalsbe, seconded by Supervisor Marshall, and carried.

**COVID-19 Financial Impact**

Finance Director Mary Gates updated the Committee on the current assessment of the COVID-19 financial impact:

**Anticipated Lost Revenue:**

DMV	255,000.00
Sales Tax	8,683,991.81
Departmental	1,226,000.00
State Aid (using 35% cut)	9,510,441.85

**Additional Expenditures:**

Mental Health	350,000.00
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<b>2020 Need</b>	20,025,433.66
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**Reductions in Expenditures:**

Departments 5%	1,588,703.00
Capital Improvement Plan	4,985,925.00
Vacant Positions	1,424,903.63
Other Estimated Savings	2,000,000.00

2020 Savings	9,999,531.63
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<b>Remaining need (for 2020 budget)</b>	10,025,902.03
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Ms. Gates noted there are still a lot of unknowns. State reductions will continue into next year. Ongoing assessment of programs is taking place to further reduce expenditures for the current year.

**COUNTY ADMINISTRATOR**

Interim County Administrator Brian Young noted the following:

- ~ Anticipating opening Phase 3 on Friday, June 12.
- ~ Monday, June 15, the County will open doors to public by appointment for departments who are able to manage that.
- ~ A number of staff will still be working remotely.
- ~ Each department will be responsible for compliance and return to work process.
- ~ Meetings will continue to be online or by conference call when possible.
- ~ DMV will open Wednesday, June 17, by appointment only.
- ~ Voluntary layoffs continue for some employees. Others are being brought back if needed by department.
- ~ Expressed appreciation for department heads and staff for their help and cooperation through these months of state of emergency.

**EXECUTIVE SESSION**

At 4:18 p.m., Supervisor Marshall 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 4:57 p.m., Supervisor Green made the motion to move out of Executive Session. Supervisor Singer seconded the motion. Motion carried.

**PUBLIC SAFETY**

The following Public Safety Budget Transfer was considered for approval after Executive Session:

- Budget Transfer: Appropriate Reserves to Purchase law Enforcement Equipment

Motion to approve this transfer was made by Supervisor Green, seconded by Supervisor Singer, and carried.

A question regarding the impact to the Public Safety overtime budget due to local protests was addressed by Undersheriff Frasca. He noted that overtime has been utilized for protest events, but due to the cancellation of many other scheduled events, including all CMAC events, they don't expect to exceed the overtime budget.

**ADJOURNMENT**

Being no further business to come before the Committee, the meeting was adjourned at 4:59 p.m., following a motion by Supervisor Ingalsbe, seconded by Supervisor Gallahan, and carried.

The next regularly scheduled meeting for the Ways & Means Committee is scheduled for Wednesday, July 1, 2020, at 3:00 p.m.

Respectfully submitted,

Judy Mantai, Confidential Secretary