



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

**July 5, 2018**

- MEMBERS PRESENT** Supervisors Andrew Wickham, Robert Green, Peter Ingalsbe, Daniel Marshall, and Kristine Singer. Supervisors David Baker and Jeffery Gallahan were declared necessarily absent.
- OTHERS PRESENT** In addition to Committee Members: Chairman Jack Marren, Mary Gates, Mary Krause, Brian Young, Gary Baxter, Sheriff Philip Povero, Mike Manikowski, Gary Curtiss, Lea Nacca, Michele Smith, Sherman Manchester, Nellie Puma, Michael Wojcik, Peter Brown, Debbie Gierman, Tom Harvey, Emily Marshall
- CALL TO ORDER** The meeting of the Ways and Means Committee was called to order at 3:00 p.m. by Committee Vice-Chairman Wickham.
- MINUTES** Supervisor Marshall made the motion to approve the minutes of the Ways and Means Committee on June 13, 2018. Supervisor Ingalsbe seconded the motion. Motion carried.
- GOVERNMENT OPERATIONS & INSURANCE**
- **Information Report: IDA Jobs Report** Michael Manikowski presented the Committee with a copy of the Industrial Development Agency Annual Jobs Report for 2017.
  - **Resolution: Transfer of Funds from Aerial Digital Imaging Reserve** Supervisor Singer made the motion to approve a budget transfer from reserve in the amount of \$218,044 to provide sufficient funding for the 2018 imagery flight. Supervisor Green seconded the motion. Motion carried.
- CAPITAL PROJECTS**
- **Resolution: Public Works ~ CP 13-2015, Multiple Culvert Replacements, Return Funds to Reserve** Supervisor Singer made the motion to approve the amount of \$401,238.55 to be returned to the D Fund Reserve for Roads and Bridges. Supervisor Green seconded the motion. Motion carried.
  - **Resolution: Planning ~ CP 03-2013, 74 Ontario Street Renovation** Supervisor Marshall made the motion to approve a budget transfer in the amount of \$29,700 for additional architectural and engineering services related to the production of a separate bidding package for selected demotion for the 74 Ontario Street Renovation, CP 03-2013. Supervisor Ingalsbe seconded the motion. Motion carried.
  - **Resolution: Planning ~ CP 03-2013, 74 Ontario Street Renovation** Supervisor Green made the motion to approve a budget transfer in the amount of \$3,000 to rent space from the Town of Farmington for the storage of electronic voting machines. Supervisor Marshall seconded the motion. Supervisor Ingalsbe abstained. Motion carried.

## HUMAN RESOURCES

### Safety Report

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

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

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

› **Resolution:** *Compensation Stipend – Highway Working Supervisor*

The motion carried to approve the one-time compensation stipend for David Rago in the amount of \$2,500 for performing additional duties during the absence of the Supervisor of the Bureau of Highways.

› **Resolution:** *Establishment of Salary: Associate Attorney*

The motion carried to establish the entry-level salary of Associate Attorneys as MCP Band 10 and with department head approval an increase to MCP Band 5 can occur on the third increment date.

› **Resolution:** *Clerk of the Board ~ 2018 Standard Work Days for Elected and Appointed Officials for Retirement Purposes*

Supervisor Marshall made the motion to approve the resolution to establish the standard work days for elected and appointed officials, and to report the days as indicated in the resolution to the NYS Employees' Retirement System based on the record of activities maintained and submitted by the official, who is a member of the Retirement System and is not part of an acceptable time keeping system. Supervisor Ingalsbe seconded the motion. Motion carried.

### HR Update

Director of Human Resources Michele Smith requested municipalities to contact her office if they have any trainings they would like to see under the Shared Service Initiative.

## WAYS AND MEANS STANDING COMMITTEE

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

Supervisor Singer made the motion to authorize Ontario County to participate in the cooperative bids coordinated by the Wayne-Finger Lakes BOCES. Supervisor Green seconded the motion. Motion carried.

### COUNTY ADMINISTRATOR UPDATE

County Administrator Mary Krause reported that a Steering Committee for a possible Leadership Ontario will meet on July 17, 2018.

### COUNTY TREASURER

County Treasurer Gary Baxter presented a corrected resolution for the Sale of Real Property Acquired Through Enforcement of Delinquent Taxes. There was a typographical error on the resolution regarding Lot 19. The correct bid amount was \$4,500.

### EXECUTIVE SESSION

At 3:14 p.m., Supervisor Green made the motion to move into Executive Session to discuss legal matters and Labor Relations matters with counsel. Supervisor Singer seconded the motion. Motion carried

At 3:25 p.m., Supervisor Green made the motion to move out of Executive Session. Supervisor Singer seconded the motion. Motion carried.

**FINANCE**

Director of Finance Mary Gates reported that the State Comptroller's Office will be onsite conducting an audit starting July 16, 2018.

**ADJOURNMENT**

Being no further business to come before the Committee, the meeting was adjourned at 3:30 p.m., following a motion by Supervisor Green. Motion was seconded by Supervisor Singer. Motion carried.

**RESPECTFULLY  
SUBMITTED**

Emily Marshall, Confidential Secretary