



Minutes

WAYS AND MEANS COMMITTEE

**Location: WebEx Meeting and 3019 County Complex Dr.,
Room 204, Canandaigua, NY 14424**

July 22, 2020

MEMBERS PRESENT

In Person: Supervisors Kristine Singer and Andrew Wickham (Exited at 4:25).

Via WebEx: Supervisors David Baker, Robert Green, Dan Marshall, and Peter Ingalsbe.

Supervisor Jeffrey Gallahan was declared necessarily absent.

OTHERS PRESENT

In Person: Interim County Administrator Brian Young, County Attorney Holly Adams, Director of Finance Mary Gates, Human Resources Director Michele Smith, First Assistant County Attorney Lea Nacca, Assistant County Attorney Art James, Public Health Director Mary Beer, Public Works Commissioner Bill Wright, Treasurer Gary Baxter, Clerk to the Board Kristin Mueller.

Via WebEx: Chairman Marren, Sheriff Henderson, Deputy Finance Director Lorrie Scarrott, Emergency Management Director Jeff Harloff, Purchasing Director Deb Gierman, Safety Coordinator Sherman Manchester, Deputy Human Resource Director Lindsey Burgess, Planning Director Tom Harvey, FLCC President Dr. Robert Nye, FLCC VP for administration and Finance J.R. Dempsey, and Alden Richard.

CALL TO ORDER

Supervisor Baker called the committee meeting to order at 3:00 PM.

MINUTES

Motion to approve the minutes of July 1, 2020 meeting was made by Supervisor Marshall, seconded by Supervisor Wickham, and carried.

PUBLIC HEALTH

Public Health Director, Mary Beer, presented the following COVID-19 updates:

- 329 Positive total cases
- 2 New cases
- 3 Hospitalized
- 0 New deaths
- 34 Total deaths
- 128 Persons in quarantine
- 273 Persons have recovered
- 195 Travelers being watched

HUMAN RESOURCES

Mr. Porter addressed the committee about the options of the excess annual leave buy back program that were presented as he interpreted them. Ms. Smith let the committee know the intent and history of the program and resolution. Lengthy discussion ensued.

Supervisor Singer motioned that the committee understands the situation that Mr. Porter has brought forward today, but the committee is supporting the ruling of Human Resources Department. The motion was seconded by Supervisor Wickham. The motion carried.

PLANNING AND ENVIRONMENTAL

First Assistant County Attorney Lea Nacca presented a resolution entitled, "Fixing Date and Notice for the Public Hearing on Local Law No. 4 (Intro.) of 2020" and Local Law No. 4 (Intro.) of 2020.

QUALITY

Motion to approve this resolution and Local Law as a block was made by Supervisor Marshall, seconded by Supervisor Singer and carried.

PUBLIC SAFETY

Emergency Management Director Jeff Harloff presented a resolution entitled, "Authorization to Extend Grant Funding for FY17 State Homeland Security Program (SHSP FY17 ~ CFDA # 97.067) Office of Emergency Management".

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

PUBLIC WORKS/ PLANNING/ CAPITAL PROJECTS

Planning Director Tom Harvey present three resolutions entitled:

- Capital Project No. H057-19 – Authorizing Contract with FirstLight Fiber Inc. for Classroom Technology Upgrades for Synchronous Classroom Systems – 2019 FLCC Maintenance Capital Project
- Capital Project No. H068-20 – Authorize Professional Consultation Services Contract – LeChase Construction Services LLC – FLCC Nursing Expansion Capital Project
- Capital Project No. H068-20 – Authorize Professional Consultation Services Contract – Plan Architectural Studio, P.C – FLCC Nursing Expansion Capital Project

Motion to approve these resolutions as a block was made by Supervisor Singer, seconded by Supervisor Wickham and carried.

Commissioner Wright presented a resolution entitled, "Capital Project No. H044-17 – Bridge Preventive Maintenance Project (Group 2) – 2020 – Accept Supplemental Agreement #2 to New York State Revenue Contract – Department of Public Works".

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

SAFETY REPORT

Mr. Manchester presented his safety report. Recordables and total injuries are still down from last year, about 25%. He was able to complete the summer workforce training program.

Motion to approve the report made by Mr. Manchester was made by Supervisor Wickham, seconded by Supervisor Ingalsbe and carried.

HUMAN RESOURCES

Human Resource Director Michele Smith presented the following resolution entitled, "Deferred Compensation Plan Fund Changes and Implementation of Cares Act and Secure Act Provisions".

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

Human Resource Director Michele Smith presented the following resolution entitled, "Creation of Pump Station and Sewer Line Maintainer Position – Department of Public Works".

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

WAYS & MEANS

FLCC V.P. of Administration and Finance J.R. Dempsey presented the following two resolutions:

- Adoption of Finger Lakes Community College Operating Budget for the Fiscal Year Beginning September 1, 2020

- Appropriation Resolution for the Conduct of Finger Lakes Community College for the Fiscal Year Beginning September 1, 2020

Motion to approve these resolutions as a block was made by Supervisor Marshall, seconded by Supervisor Ingalsbe and carried.

J.R. spoke of the budget that they provided to the BOT and they passed. They are expecting 15% reduction in enrollment. They are not positive that they will get full funding from the state. They are expecting to get a 20%-30% reduction in funding from the state.

Treasurer Gary Baxter addressed the committee regarding the 2018 properties that were set to go to tax auction this past May. This auction was placed on hold due to COVID-19 gathering restrictions. Mr. Baxter is now asking committee for approval to hold this as an online auction. Mr. Baxter also, spoke with committee regarding three parcels in the Town of Richmond that he would like to hold out of the auction at this time.

Supervisor Wickham motioned to approve Mr. Baxter to file a resolution to set the date for an online tax sale auction of the 2018 properties that would have been in the May 2020 auction excluding the three parcels spoke about in the Town of Richmond. Supervisor Singer seconded the motion. The motion carried.

Finance Director Mary Gates presented the following resolution entitled, “Contract Amendment – Mengel, Metzger, Barr, & CO. LLP”.

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

Assistant County Attorney Art James presented the following resolution entitled, “Resolution of the Board of Supervisors of the County of Ontario Increasing Taxes on Sales and Use of Tangible Personal Property and of Certain Services, on Occupancy of Hotel Rooms and on Amusement Charges, Pursuant to Article 20 of the Tax Law of the State of New York – As Amended”.

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

FINANCE UPDATE

Finance Director Mary Gates let the committee know that she emailed out the latest sales tax documents. The county is down about 20% from the previous quarter and about 7.3% for the year. Distributions to the towns should be going out this week.

COUNTY ADMINISTRATOR UPDATE

Interim County Administrator Brian Young presented the following resolution entitled, “Reappointment of Debra S. Gierman Purchasing Director”.

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

Interim County Administrator, Brian Young, informed the committee of the following items:

- The Munis go live date has been extended to the end of the year for work orders and payroll portion. This is due to COVID-19 and not being able to get training in.
- The voluntary layoff is expiring on July 31st and the staff should be back in the office on August 3rd.
- The early retirement incentive applications are being collected and continue to come in. They plan on reviewing them the week of August 16th.
- Ontario County is behind the State and Nation in responding to the Census. Please encourage your residents to fill it out.
- A resolution is coming to the Board on July 30th to rename Court Street to Susan B. Anthony Lane. August 18th is the 100th year anniversary of the 19th amendment.
- 74 Ontario Street renovations have an August 23rd final completion date, site work

is ongoing, and tour for Board members is being arranged for the week of August 17th

- We are hoping for a Ribbon cutting at September 10th Board meeting

**EXECUTIVE
SESSION**

At 4:26 PM, Supervisor Singer made the motion, seconded by Supervisor Marshall, to go into executive session regarding discussion on proposed, pending, or current litigation and to confer with counsel; motion carried.

At 4:36 PM, Supervisor Singer made the motion, seconded by Supervisor Ingalsbe, to leave executive session; motion carried.

ADJOURNMENT

Motion to adjourn made at 4:38 PM by Supervisor Marshall, seconded by Supervisor Ingalsbe, and carried.

**RESPECTFULLY
SUBMITTED**

Kristin A. Mueller, Clerk to the Board

[Ontario County Vision Statement](#)

A vibrant community where every citizen has the opportunity to be healthy, safe, and successful

APPROVED