



## Minutes

### WAYS AND MEANS COMMITTEE

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

**September 23, 2020**

#### **MEMBERS PRESENT**

In Person: Supervisors Jeffery Gallahan, Kristine Singer, Robert Green, and Andrew Wickham.

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

#### **OTHERS PRESENT**

In Person: Interim County Administrator Brian Young, County Attorney Holly Adams, Public Health Director Mary Beer, Finance Director Mary Gates, First Assistant County Attorney Lea Nacca, Human Resource Director Michele Smith, Public Works Commissioner Bill Wright, Sr. Fiscal Manager Nellie Puma, Treasurer Gary Baxter, Deputy Clerk to the Board Diane Foster.

Via WebEx: Chairman Marren, Deputy Finance Director Lorrie Scarrott, Sheriff Henderson, Safety Coordinator Sherman Manchester, Planning Director Tom Harvey, Grant Coordinator Peter Brown, Emergency Management Director Jeff Harloff, Mental Health Director Jessica Mitchell, Confidential Secretary Judy Manntai, Fiscal Manager Kathleen Meyers, and Clerk to the Board Kristin Mueller.

#### **CALL TO ORDER**

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

#### **MINUTES**

Motion to approve the minutes of September 2, 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:

- 455 Total positive cases since we started tracking
- 0 New cases today
- 0 Currently hospitalized
- 0 New deaths
- 46 Cases have been related to Colleges
- 25 People are currently being isolated after testing positive
- 242 People have been in contact with a positive person and are being quarantined

#### **HEALTH AND HUMAN SERVICES**

Mental Health Director Jessica Mitchell presented the following budget transfer to cover mandated expense for court ordered hospital placements

**Motion to approve** this budget transfer was made by Supervisor Gallahan. The motion was seconded by Supervisor Green. The motion carried.

#### **PUBLIC SAFETY**

Emergency Management Director Jeff Harloff presented a resolution entitled, "Acceptance of Grant from Emergency Management Preparedness Grant Program (EMPG FY20 ~ CFDA #97.042) Ontario County Emergency Management Office".

**Motion to approve** this resolution was made by Supervisor Ingalsbe. The motion was seconded by Supervisor Gallahan. The motion carried.

Sheriff Henderson presented a budget transfer to upgrade the card readers at the jail.

**Motion to approve** this budget transfer was made by Supervisor Green. The motion was seconded by Supervisor Gallahan. The motion carried.

**PUBLIC WORKS/  
PLANNING/  
CAPITAL  
PROJECTS**

Planning Director Tom Harvey present a resolution entitled, “Capital Project No. H057-19 Contract Amendment with SJB Services, Inc. – 2019 FLCC Maintenance Capital Project”

**Motion to approve** this resolution was made by Supervisor Marshall. The motion was seconded by Supervisor Singer. The motion carried.

Planning Director Tom Harvey present a resolution entitled, “Capital Project No. H061-19 – Authorization to Transfer Funds and Award Contract Amendment for Limited Construction Phase Services to TY LIN International, PC – CMAC Restroom Facility Renovation – 2019 FLCC-CMAC Improvements Capital Project”

**Motion to approve** this resolution was made by Supervisor Ingalsbe. The motion was seconded by Supervisor Wickham. The motion carried.

Commissioner Wright presented a resolution entitled, “Capital Project No. H044-17 – Bridge Preventive Maintenance Project (Group 2) – 2020 – Accept Supplemental Agreement #3 to New York State Revenue Contract – Department of Public Works”.

**Motion to approve** this resolution was made by Singer. The motion was seconded by Supervisor Marshall. The motion carried.

**SAFETY  
REPORT**

Mr. Manchester presented his safety report, reporting there were no new recordable injuries from the last meeting. If we keep up the current rate, we should finish the year at about 13 or 14 recordable injuries. We should be lower than 2019, 2018, and 2017 numbers. Mr. Manchester noted that he has not received any information yet regarding the 2021 HAB grant.

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

**HUMAN  
RESOURCES**

Human Resource Director Michele Smith presented the following resolution entitled, “Creation of Two Correction Officer Positions and One County Police Officer, Part-Time Position”.

**Motion to approve** this resolution was made by Supervisor Gallahan. The motion was seconded by Supervisor Singer. The motion carried.

Human Resource Director Michele Smith presented the following resolution entitled, “Approval of Extension of Collective Bargaining Agreement Through December 31, 2021 Between Ontario County and CSEA, Local 1000 ADSCME, AFLO-CIO”.

**Motion to approve** this resolution was made by Supervisor Marshall. The motion was seconded by Supervisor Ingalsbe. The motion carried.

Human Resource Director Michele Smith presented the following resolution entitled, “Authorization for Hours of Work, Salary, and Benefits of Economic Development Director, Michael J. Manikowski, as amended”.

**Motion to approve** this resolution, as amended was made by Supervisor Gallahan. The motion was seconded by Supervisor Singer. The motion carried.

**WAYS & MEANS**

Treasurer Gary Baxter presented the following resolution entitled, “Resolution Calling on

the Governor and State Legislative Leaders to Restore Reductions to Counties Sales Tax”.

**Motion to approve** this resolution was made by Supervisor Marshall. The motion was seconded by Supervisor Gallahan. The motion carried.

**COUNTY  
ADMINISTRATOR**

Interim County Administrator Brian Young presented the following resolution entitled, “Creation of Position – Cook (County) (DBL) – Office of Sheriff”.

**Motion to approve** this resolution was made by Supervisor Green. The motion was seconded by Supervisor Wickham. The motion carried.

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

- The 3<sup>rd</sup> quarter pin ceremony will not be held in person, but the employees are being recognized
- NYSAC fall conference will be held virtually
- He sent the CDC guidance on Halloween and Thanksgiving
- The October 1<sup>st</sup> Board meeting will be held at 74 Ontario with a ribbon cutting at 6:00 pm.

**FINANCE UPDATE**

Finance Director Mary Gates updated the committee regarding the tax rate this year. The tax rate will be \$6.31. This is a three-cent increase from last year and will exceed the tax cap. Ms. Gates is trying to file a hardship claim, to help the County keep the Raise the Age funding. This increase of the tax rate will help offset the increases for the 2022 budget.

**EXECUTIVE  
SESSION**

At 3:36 PM, Supervisor Singer made the motion, seconded by Supervisor Wickham, to go into executive session regarding discussion on proposed, pending, or current litigation and to confer with counsel; motion carried.

At 3:43 PM, Supervisor Wickham made the motion, seconded by Supervisor Singer, to leave executive session; motion carried.

**ADJOURNMENT**

Motion to adjourn made at 3:44 PM by Supervisor Green, seconded by Supervisor Wickham, 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**