



Minutes

WAYS AND MEANS COMMITTEE

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

October 14, 2020

MEMBERS PRESENT

In Person: Supervisors Jeff Gallahan, Robert Green, and Andrew Wickham.

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

OTHERS PRESENT

In person: Interim County Administrator Brian Young, Finance Director, Mary Gates, County Attorney Holly Adams, Public Health Director Mary Beer, Public Works Commissioner Bill Wright, Sr. Fiscal Manager Nellie Puma, Treasurer Gary Baxter, Clerk to the Board Kristin Mueller, Confidential Secretary Judy Manntai.

Via WebEx: BOS Chairman Jack Marren, County Clerk Matt Hoose, Human Resource Director Michele Smith, Deputy Human Resource Director Lindsey Burgess, Safety Coordinator Sherman Manchester, Planning Director Tom Harvey, Associate Planner Tim Jensen, Sheriff Kevin Henderson, Purchasing Director Debbie Gierman, First Assistant County Attorney Lea Nacca, Sr. Fiscal Manager Michael Wojcik, Grant Manager Peter Brown, Deputy Board Clerk Diane Foster.

CALL TO ORDER

The meeting of the Ways and Means Committee was called to order at 3:23 p.m. by Chairman David Baker, immediately following the conclusion of the Governmental Operations and Insurance Committee meeting.

MINUTES

Motion to approve the minutes of the Ways and Means Committee on September 23, 2020, and October 1, 2020, was made by Supervisor Singer. Supervisor Wickham noted that he should be listed as Necessarily Absent in the October 1 minutes. The motion and amendment was seconded by Supervisor Wickham. The motion carried.

COVID-19 UPDATE

Public Health Director Mary Beer gave a brief update regarding the current Ontario County Covid-19 stats:

- 518 Total positive cases since we started tracking
- 5 New cases today
- 29 Cases at Hobart
- 333 Travelers in quarantine (Being followed by the State)

State has indicated more tests will be made available. However, staff to do more testing is a problem.

HEALTH & HUMAN SERVICES

Public Health Director Mary Beer presented the following resolution for approval:

- Authorization to Accept COVID-19 Epidemiology & Laboratory Capacity Building for Case Investigations and Contact Tracing Coordination Grant

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

PUBLIC SAFETY

The following three resolutions from the Office of Sheriff were considered as a block for approval:

- Authorization to Accept Donation from the Sands Family Foundation
- Authorization for the Ontario County Sheriff to Accept a Grant from the New York State Governor's Traffic Safety Committee for Child Passenger Safety Incentive Program
- Acceptance of Grant from Police Traffic Services Program

Motion to approve these three resolutions as a block was made by Supervisor Green and seconded by Supervisor Gallahan. The motion carried.

GOVERNMENT OPERATIONS & INSURANCE

Supervisor Jeff Gallahan presented the following resolution on behalf of the Board of Elections.

- Authorization to Accept a Grant from the Center for Tech and Civic Life for the Board of Elections

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

PUBLIC WORKS

Commissioner of Public Works Bill Wright presented the following resolutions:

- Award of Bid (B20049) to J&B Installations, Inc. - ARC Building Roof Improvement

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

- Award of Professional Services Agreement for Sanitary Sewer Infiltration and Inflow Study - Honeoye Lake County Consolidated Sewer District

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

PUBLIC WORKS / CAPITAL PROJECTS

Commissioner Wright presented the following three resolutions.

- Capital Project No. H055-19, Replacement of County Road 36 Culvert #36 - Payment for Purchase of Easements

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

- Capital Project No. H046-18, County Road 28 at Shortsville Road Intersection Improvement - Acceptance of Supplemental Agreement #3

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

- Capital Project No. H018-13, Jail Modifications - Award of Bid (B20043) Ontario County Jail Roof Repairs - J&B Installations, Inc.

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

Planning Director Tom Harvey presented the following two resolutions for approval.

- Closing of Capital Project No. H032-16, 2016 FLCC Maintenance Capital Project

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

- Capital Project H048-18, 2018 FLCC Maintenance Capital Project - Budget Transfer

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

Associate Planner Tim Jensen presented the following resolution for approval:

- Capital Project CP H062-19, Firing Range Improvements - Authorizing Contract Amendment LiRo Engineers, Inc. for

Professional Consultant Services

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

PLANNING

Associate Planner Tim Jensen presented the following resolution for approval:

- Ontario County Humane Society Facility Improvements Funding Agreement

Motion to approve this resolution with an amendment to replace the words “amount not to exceed \$484,041” with “amount not to exceed *all costs*” was made by Supervisor Wickham and seconded by Supervisor Gallahan. The motion to approve the resolution as amended carried.

HUMAN RESOURCES

Safety Coordinator Sherman Manchester presented the Safety Report.

Motion to approve the report given by Mr. Manchester was made by Supervisor Marshall and seconded by Supervisor Wickham. The motion carried.

Human Resource Director Michele Smith presented the following five resolutions for approval:

- Election Inspectors Per Diem Rate of Pay

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

- 2020 and Revised 2021 Rates of Pay for Part-Time Hourly/Daily Personnel

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

Supervisor Green made the motion to consider the following three resolutions as a block. The motion was seconded by Supervisor Singer.

- Creation of Index Clerk Position
- Fixing Date and Notice for the Public Hearing on Local Law No. 6 (Intro.) 2020
- Budget Transfer Workers Compensation Fund

The motion to approve the three resolutions carried.

**WAYS & MEANS
STANDING COMMITTEE**

Purchasing Director Debbie Gierman presented the following resolution for approval:

- Authorization to Execute Deferred Payment Plan with Toshiba Business Solutions for Multifunction Copiers for All County Departments

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

County Treasurer Gary Baxter presented the following two items for approval:

- Budget Transfer for Cost to Defend Lawsuits Regarding Property Transfers (\$24,900)

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

- Sale of Real Property Acquired Through Enforcement of Delinquent Taxes

Motion to approve this resolution was made by Supervisor Wickham and seconded by Jeff Gallahan. The motion carried.

Finance Director Mary Gates presented the following three items for approval. Supervisor Marshall made the motion to consider the three items as a block. Supervisor Singer seconded the motion.

- Approval of 2021 Budget Message
- Fixing Date and Notice for the Public Hearing on the Tentative Budget for the Fiscal Year Beginning January 1, 2021
- Fixing Date and Notice for the Public Hearing on Proposed Capital Improvement Plan

The motion to approve these three items carried.

COUNTY ADMINISTRATOR

Interim County Administrator Brian Young presented the following two resolutions for approval:

- Creation of Position - Assessment Control Clerk, Part-Time (Temporary) - Real Property Tax

Motion to approve the resolution was made by Supervisor Gallahan and seconded by Supervisor Singer. The motion carried.

- Creation of Position - Victim Assistance Coordinator (DBL) - District Attorney's Office

Motion to approve the resolution was made by Supervisor Green and seconded by Supervisor Gallahan. The motion carried.

EXECUTIVE SESSION

At 4:20 p.m., Supervisor Marshall made the motion to move into Executive Session to discuss legal matters and labor relations matters with counsel. Supervisor Wickham seconded the motion. The motion carried.

At 4:25 p.m., Supervisor Gallahan made the motion to move out of Executive Session. Supervisor Wickham seconded the motion. The motion carried.

ADJOURNMENT

Being no further business to come before the Committee, the meeting was adjourned at 4:25 p.m., following a motion by Supervisor Gallahan, seconded by Supervisor Wickham, and carried.

The next regularly scheduled meeting for the Ways & Means Committee is scheduled for Wednesday, November 4, 2020, at 3:00 p.m.

Respectfully submitted,

Judy Manntai, Confidential Secretary

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