



## Minutes

### WAYS AND MEANS COMMITTEE

3019 County Complex Drive ~ 2nd Floor,  
Room 205 Canandaigua, NY 14424

October 17, 2018

MEMBERS PRESENT	Supervisors David Baker, Jeffery Gallahan, Peter Ingalsbe, Daniel Marshall, Kristine Singer, and Andrew Wickham. Supervisor Robert Green was declared necessarily absent.
OTHERS PRESENT	County Administrator Mary Krause, Deputy County Administrator Brian Young, Finance Director Mary Gates, Sheriff Povero, Sr. Fiscal Manager Michael Wojcik, County Attorney Holly Adams, First Assistant County Attorney Lea Nacca, Director of Emergency Management Jeff Harloff, Human Resource Director Michele Smith, Sr. Planner Betsy Landre, Sr. Fiscal Manager Nellie Puma, Associate Planner Tim Jensen, Economic Developer Michael Manikowski, Economic Development Specialist Sue Vary, Assistant District Attorney Jason MacBride, Safety Coordinator Sherman Manchester, Deputy Director of Human Resources Lindsey Burgess, Fiscal Manager Kathleen Meyers, and Clerk Kristin Mueller.
CALL TO ORDER	Chairman Baker called the committee meeting to order at 3:00 PM.
MINUTES	Motion to approve the minutes of September 26, 2018, made by Supervisor Gallahan, seconded by Supervisor Wickham, and carried.
PUBLIC SAFETY	<p>Sheriff Povero presented these two resolutions entitled:</p> <ol style="list-style-type: none"><li>1. "CREATION OF POSITION – CONFIDENTIAL SECRETARY"</li><li>2. "ACCEPTANCE OF FY18 STATE LAW ENFORCEMENT TERRORISM PREVENTION PROGRAM (SLETPP) GRANT"</li></ol> <p><b>Motion to approve</b> these resolution as a block was made by Supervisor Singer, seconded by Supervisor Gallahan, and carried.</p> <p>Assistant District Attorney Jason MacBride talked about the ADEPT (Advanced Drivers Education Courses and Training, Inc.). This program is used for persons that have cell phone violations. It is an online course they take to reduce the points on their license and avoid insurance issues. With switching to this online course Ontario County would be able to receive half of the course fee. A resolution will be brought to the next committee meeting to approve this.</p> <p>Director of Finance Mary Gates presented a resolution entitled "AUTHORIZATION TO ACCEPT A GRANT FROM THE NEW YORK STATE STOP-DWI FOUNDATION TO SUPPLEMENT EXISTING FUNDING FOR DWI CRACKDOWN SPECIAL PATROLS"</p> <p><b>Motion to approve</b> this resolution made by Supervisor Gallahan, seconded by Supervisor Wickham, and carried.</p> <p>Emergency Management Director Jeff Harloff presented a resolution entitled "ACCEPTANCE FOR GRANT FROM EMERGENCY MANAGEMENT PERFORMANCE GRANT PROGRAM (EMPG FY 18)"</p>

	<p><b>Motion to approve</b> this resolution made by Supervisor Gallahan, seconded by Supervisor Marshall, and carried.</p> <p>Emergency Management Director Jeff Harloff presented the following two resolutions:</p> <ol style="list-style-type: none"> <li>1. ACCEPTANCE OF FY18 HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS (HMEP) GRANT</li> <li>2. ACCEPTANCE OF FY18 STATE HOMELAND SECURITY PROGRAM (SHSP) GRANT PROGRAM</li> </ol> <p><b>Motion to approve</b> these resolutions as a block made by Supervisor Marshall, seconded by Supervisor Ingalsbe, and carried.</p>
<p>GOVERNMENTAL OPERATIONS AND INSURANCE</p>	<p>Human Resource Director Michele Smith presented a resolution entitled “CREATION OF A SENIOR NETWORK ANALYST POSITION – ABOLISHMENT OF A SENIOR PROGRAMMER POSITION”</p> <p><b>Motion to approve</b> this resolution made by Supervisor Gallahan, seconded by Supervisor Wickham and carried.</p> <p>First Assistant County Attorney Lea Nacca presented a resolution entitled “APPROVAL OF USE PERMIT: PARKING AREA AT FINGER LAKES COMMUNITY COLLEGE GENEVA CAMPUS”</p> <p><b>Motion to approve</b> this resolution made by Supervisor Marshall, seconded by Supervisor Gallahan and carried.</p> <p>Ms. Nacca let the committee know that the Trinity church has been sold to a private company and they plan to change the church into an event center. With the church changing to an event center they would like to use the college parking lot for over flow parking. The County and College will be indemnified and they have provided all County required insurances. They also will have a parking attendant when the parking lot is in use. Supervisor Wickham asked about the funds for scholarships in the contract? Ms. Nacca noted that it will provide four annual \$1000 scholarships a year in a certain field of study for FLCC students. They will also provide internships for students. The contract is open ended and can be revoked at any time.</p>
<p>CAPITAL PROJECTS</p>	<p>Sr. Fiscal Manager Nellie Puma presented a resolution entitled “CP 05-2012 – SPACE UTILIZATION AND REALLOCATION PROJECT PHASE III – ONTARIO COUNTY COURT HOUSE – BUDGET TRANSFER”</p> <p><b>Motion to approve</b> this resolution made by Supervisor Wickham, seconded by Supervisor Singer and carried.</p>
<p>PLANNING &amp; ENVIRONMENTAL QUALITY</p>	<p>Economic Developer Michael Manikowski presented a resolution entitled “AUTHORIZATION TO SUBMIT A GRANT APPLICATION TO THE NEW YORK STATE OFFICE OF COMMUNITY RENEWAL FOR BLOCK GRANT FUNDING (REAL EATS)”</p> <p><b>Motion to approve</b> this resolution made by Supervisor Singer, seconded by Supervisor Gallahan and carried.</p>
<p>SAFETY REPORT</p>	<p>Safety Coordinator Sherman Manchester presented his safety reports. Mr. Manchester also noted a lot of trainings are scheduled and encouraged attendance at the trainings.</p>

<p>HUMAN RESOURCES</p>	<p>First Assistant County Attorney Lea Nacca presented a resolution entitled “Ontario County Non-Discrimination and Sexual Harassment Prevention in the Workplace Policy”</p> <p><b>Motion to approve</b> this resolution made by Supervisor Singer, seconded by Supervisor Marshall and carried.</p> <p>Human Resource Director Michele Smith presented the following resolutions as a block:</p> <ol style="list-style-type: none"> <li>1. “TRANSFER OF FUNCTION OFFICE FOR THE AGING’S SENIOR NUTRITION PROGRAM TO OFFICE OF SHERIFF”</li> <li>2. “RECLASSIFYING A COOK-MANAGER POSITION (OFFICE FOR THE AGING) TO COOK MANAGER I POSITION – OFFICE OF SHERIFF”</li> <li>3. “RECLASSIFYING A ONTARIO COUNTY JAIL COOK-MANAGER POSITION TO COOK MANAGER II POSITION – OFFICE OF SHERIFF”</li> <li>4. “AUTHORIZATION FOR MEMORANDUM OF UNDERSTANDING – OFFICE FOR THE AGING – SHERIFF DEPARTMENT - 2019”</li> </ol> <p><b>Motion to approve</b> these resolutions as a block made by Supervisor Singer, seconded by Supervisor Ingalsbe and carried.</p> <p>Ms. Smith noted that the staff will be crossed trained for both the jail meals and Office for the Aging meals. They will also be creating frozen meals for Office for the Aging when time is available.</p> <p>Human Resource Director Michele Smith presented a resolution entitled “TRANSFER OF FUNCTION PLANNING DEPARTMENT AND DEPARTMENT OF PUBLIC WORKS (SOLID WASTE MANAGEMENT) TO DEPARTMENT OF SUSTAINABILITY AND SOLID WASTE MANAGEMENT” as an informational item for committee.</p> <p>Ms. Smith gave a brief Human Resources update. The Wellness fair and flu shot clinic had a great turn out. 252 flu shots were distributed and Public Health will still provide flu shots by appointments. Ms. Nacca will be providing discipline training for supervisors tomorrow.</p>
<p>FINANCE OFFICE</p>	<p>Finance Director Mary Gates presented the following two resolutions:</p> <ol style="list-style-type: none"> <li>1. FIXING TIME AND DAY FOR THE PUBLIC HEARING ON THE BUDGET</li> <li>2. FIXING TIME AND DAY FOR THE PUBLIC HEARING ON THE CIP</li> </ol> <p><b>Motion to approve</b> these resolutions made by Supervisor Marshall, seconded by Supervisor Gallahan and carried.</p>
<p>EXECUTIVE SESSION</p>	<p>At 3:40 PM, Supervisor Singer made the motion, seconded by Supervisor Gallahan, to go into executive session regarding discussion on proposed, pending, or current litigation and to confer with counsel; motion carried.</p> <p>At 3:41 PM, Supervisor Gallahan made the motion, seconded by Supervisor Wickham, to leave executive session; motion carried.</p>
<p>ADJOURNMENT</p>	<p>Motion to adjourn made at 3:42 PM by Supervisor Wickham, seconded by Supervisor Gallahan and carried.</p>
<p>RESPECTFULLY SUBMITTED</p>	<p>Kristin Mueller, Clerk to the Board</p>

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