



## Minutes

### WAYS AND MEANS COMMITTEE

Location: WebEx Meeting and 3019 County Complex Drive, 2<sup>nd</sup> Floor  
Canandaigua, NY 14424

April 14, 2021

#### MEMBERS PRESENT

In Person: Supervisors Dan Marshall and Todd Campbell

Via WebEx: Supervisors David Baker, Bob Green, Pete Ingalsbe, Kris Singer, and Andrew Wickham

#### OTHERS PRESENT

In person: County Administrator Chris DeBolt, County Attorney Holly Adams, First Assistant Attorney Lea Nacca, Assistant County Attorney Ben Gilmour, Public Works Commissioner Bill Wright, Senior Fiscal Manager Nellie Puma, Board Clerk Kristin Mueller.

Via WebEx: Finance Director Mary Gates, Deputy Finance Director Lorrie Scarrott, Public Health Director Mary Beer, Planning Director Tom Harvey, Sheriff Kevin Henderson, Chief Deputy John Falbo, Confidential Secretary Nicole Tillotson, Assistant District Attorney Heather Hines, Real Property Tax Director Donna LaPlant, Purchasing Director Debbie Gierman, Human Resources Director Michele Smith, Grant Manager Peter Brown, Fiscal Manager Sandy Seeber, Deputy Board Clerk Diane Foster, Confidential Secretary Judy Manntai; FLCC: President Robert Nye, Interim Controller Christine Palace-Neininger, Chief Human Resources Officer Michele Polowchak

#### CALL TO ORDER

The meeting of the Ways and Means Committee was called to order at 3:13 p.m. by Chairman David Baker, immediately following the conclusion of the Government Operations and Insurance Committee meeting.

#### COVID-19 UPDATE

Public Health Director Mary Beer gave a brief update regarding the current Ontario County Covid-19 stats and vaccine availability as of April 14.

- 6,763 Ontario County residents diagnosed with COVID-19 since the start of the pandemic.
- 21 new cases (20 community, 1 in assisted living)
- 318 COVID-19 positive individuals (are being isolated)

- 417 in mandatory quarantines (contacts of positive cases) totaling 735 in the isolation and quarantine category
- Hospital: 17 hospitalized patients (to the best of our knowledge).
- Recoveries: 6,325 recoveries reported since start of pandemic  
13 recoveries have been reported in the last 24 hours
- Negative tests: 751
- Deaths: 105 reported COVID-19 deaths since start of pandemic
- 53.8% of Ontario County residents over age 18 have received at least one Covid-19 dose
- 32.9% have received second dose
- Four vaccine clinics scheduled this week

Note: Up-to-date information on Covid-19 statistics and vaccine availability can be found on the Ontario County Public Health web site: <https://www.co.ontario.ny.us/101/Public-Health>

## MINUTES

Motion to approve the minutes of the Ways and Means Committee on March 24, 2021, as corrected was made by Supervisor Marshall and seconded by Supervisor Ingalsbe. The motion carried.

## PUBLIC SAFETY

Sheriff Henderson presented the following budget transfer for approval.

- **Budget Transfer:** Sheriff's Federal Forfeiture - Transfer to Cover Purchase, Installation and First Five Years of Service for Law Enforcement Equipment

Discussion took place regarding a policy for the use of these funds.

By general consent it was agreed that a written policy and procedure be drafted between the District Attorney's Office, Sheriff's Office, County Administrator, and County Attorney for the allocation and distribution of the Federal Forfeiture Funds; and further, that the proposed policy and procedure be brought back to the Ways and Means Committee for review and approval.

Motion to approve the budget transfer was made by Supervisor Green and seconded by Supervisor Wickham. The motion carried with Supervisor Baker voting in opposition to the budget transfer.

## CAPITAL PROJECTS

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

- **Resolution:** Capital Project No. H068-20, FLCC Nursing Expansion  
Capital Project: Authorization to Enter into Contract for Additional Funding with the FLCC Foundation

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

- **Resolution:** Capital Project No. H068-20, FLCC Nursing Expansion  
Capital Project: Award of Bid B21014 for Construction and Budget Transfer

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

Public Works Commissioner Bill Wright presented the following three resolutions for approval.

Supervisor Singer made the motion to consider the following two resolutions for approval as a block. Supervisor Wickham seconded the motion.

- **Resolution:** Closing of Capital Project No. H005-08, Highway Safety Improvements
- **Resolution:** Closing of Capital Project No. H031-15, Multiple Culvert Replacement

The motion carried.

- **Resolution:** Capital Project No. H072-20, 2021 Culvert Rehabilitation - Purchase of Lands - Department of Public Works - Bureau of Highways

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

## PUBLIC WORKS

County Attorney Holly Adams presented the following resolution for approval.

- **Resolution:** Resolution to Support an Order Authorizing the Increase and Improvement of the Honeoye Lake County Consolidated Sewer District Located in the County of Ontario

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

Public Works Commissioner Bill Wright presented the following Bond Resolution for approval and briefly explained the plan for financing the project, and the approval process that has been required by the State Comptroller's Office. Contracts related to the project will be presented at subsequent meetings. Finance Director Mary Gates noted that any increase in the project cost will require approval by the Comptroller's Office. It was also noted that this project is being required by the DEC. Further delays could result in fines and sanctions against the County.

- **Resolution:** Bond Resolution - Honeoye Lake County Consolidated Sewer District

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

**HUMAN RESOURCES**

Chairman Baker presented the Safety Report for consideration.

Motion to accept the Safety Report was made by Supervisor Singer and seconded by Supervisor Marshall. The motion carried.

Human Resources Director Michele Smith presented the following six items for approval.

- **Resolution:** Salary Adjustment - Wesley Daisley

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

Supervisor Singer made the motion to consider the following three resolutions for approval as a block. Supervisor Ingalsbe seconded the motion.

- **Resolution:** Create Investigator (District Attorney) Position
- **Resolution:** Create Victim Assistance Case Manager, Part-Time Position - District Attorney's Office
- **Resolution:** Creation of Two Positions - Assistant District Attorney - District Attorney's Office

The motion carried.

- **Resolution:** Declaring the Week of May 2-8, 2021 as "Public Service Recognition Week"

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

Michele Smith presented informational reports to the Committee on:

- 2021 Ontario County Employee Retention/Attrition - First Quarter
- Fraudulent Unemployment Claims

**WAYS & MEANS  
STANDING COMMITTEE**

Purchasing Director Debbie Gierman presented the following two resolutions for approval.

- **Resolution:** Revision of the Ontario County Purchasing Procedures

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

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

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

**County Administrator Update**

Inasmuch as County Administrator Chris DeBolt gave his report in the previous committee meetings, he briefly noted the following: a slight increase in workforce Covid cases and the increase in community cases mentioned by Mary Beer; working with Department Heads to bring more staff back on site slowly over the next few weeks, contingent on Covid numbers remaining low; re-opening of schools and related events; working with small business owners on the reopening of some large seasonal attractions and the applicable guidelines.

**EXECUTIVE SESSION**

At 4:02 p.m., Supervisor Marshall made the motion to move into Executive Session to discuss legal matters and labor relations matters with counsel. Supervisor Singer seconded the motion. The motion carried.

At 4:30 p.m., Supervisor Ingalsbe made the motion to move out of Executive Session. Supervisor Campbell seconded the motion. The motion carried.

**ADJOURNMENT**

Being no further business to come before the Committee, the meeting was adjourned at 4:30 p.m., following a motion by Supervisor Marshall, seconded by Supervisor Wickham, and carried.

The next regularly scheduled meeting for the Ways & Means Committee is Wednesday, May 5, 2021, at 3:00 p.m. at 74 Ontario Street and via WebEx.

Respectfully submitted,  
Judy Manntai, Confidential Secretary