

GENESEE COUNTY LEGISLATURE



2024

Rochelle M. Stein

Chair

Marianne Clattenburg

Vice Chair

Gregg Torrey

2nd Vice Chair

Lisa K. Casey

Legislature Clerk

County Website

www.co.genesee.ny.us

2024 Edition

**GENESEE COUNTY
LEGISLATURE PROGRAM
DESCRIPTION/MISSION STATEMENT**

The legitimate objective of government is to do for a community of people whatever they need to have done but cannot do at all in separate and individual capacities.

To this end, Genesee County Government promotes the basic health, safety, and welfare for all citizens within its jurisdiction.

Genesee County Government actively promotes a strong, diverse economic base and efficient services to create a quality of life which values our County as a desirable place to work and live.

Genesee County Government focuses on a vision of the future which clarifies its role, represents the citizens, and respects its heritage.

Genesee County Government is committed to an environment of cooperation, integrity, and openness with a desire to elicit active citizen participation.

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Genesee County Legislature

The Genesee County Legislature is pleased to make available for your use, the 2024 Genesee County Manual. This book is offered as a reference to help locate the appropriate individuals and/or offices who can listen to your concerns and help find answers to your questions.

This booklet also includes useful and updated information about your elected officials. County services and departments, the operation of the County Legislature, and telephone listings for the County Departments as well as other Municipalities in our Genesee County Community are included for your convenience. We are providing this information for you as these qualified and dedicated men and women of the County workforce and your elected representatives are happy to serve you.

Remember that one purpose of this manual is to make it easier for you to become actively involved in your local government. There are many committees and agencies that could benefit from your involvement. For a partial list of these Committees please see page 8.

The collaborative effort of individuals, departments, agencies and municipalities, all working together to improve our community is effective in Genesee County. We invite your participation and depend upon your input.

Sincerely,

Rochelle M. Stein

Chair, Genesee County Legislature

LOCATION AND HISTORY

Genesee County is located in Western New York, midway between the major urban areas of Rochester and Buffalo. In 2020, the County had a population of 58,388 people and, with the exception of the City of Batavia (population 15,600), is quite rural in nature. The County includes thirteen towns, six villages and the City of Batavia which is the County seat.

The Senecas, who were members of the Iroquois Confederacy, controlled Western New York until the close of the 18th Century. One of their meeting locations was at the bend of the Tonawanda Creek, near the heart of today's Batavia. Before this vast territory could be opened for pioneer settlement, it was necessary to obtain the land from the Native Americans. Today the Tonawanda Indian Reservation, located within a section of the township of Alabama, is home for many area Senecas.

Land has always been the County's greatest asset. The diversity of soils and climate conditions attracted the early settlers who carved out homes and farms, developing Genesee into one of the richest agricultural regions within New York State. Genesee County has the highest percentage of classified farmlands in the state and three of the top one hundred vegetable farms in the country. The fertile muck soil in Elba has made Genesee one of the principal counties in the nation for growing beets and onions. Dairy farming is still the leading commodity in the County and over all Genesee is fourth in agriculture sales within New York State.

In addition to land, Genesee County has been blessed with rich mineral deposits of gypsum, limestone, natural gas and salt. These minerals along with early industries and businesses have enhanced the development of local communities. The residents of the County have always understood the merit of quality education and its value on economic and social growth. The first school house was constructed in 1801, one year before the County was formed. By the 1830's seminaries were established throughout the County and in LeRoy, Ingham University was chartered in 1857. This institution is credited with being the first University for women in the United States. The New York State School for the Blind was started in 1865 and is located on a beautiful campus in Batavia. The foundation of the County's education system is a city school district and seven area central

schools. A higher education may be obtained locally at the Genesee Community College which offers liberal arts and professional skills.

Genesee County has a variety of recreational opportunities for every age and interest. Darien Lake Theme Park now features more than one hundred rides, including one of the tallest and fastest roller coasters in North America. The Genesee County Park and Forest is the oldest county facility in the state. Situated in the town of Bethany, the park comprises more than four hundred acres and offers year round enjoyment. The 2,000 acres of the Bergen-Byron Swamp was dedicated in 1964 as a National Natural History Landmark by the United States' Department of Interior. The rich historical significance of the County may be experienced in the variety of local museums. The two largest, the Holland Land Office and the LeRoy House are both treasure troves of artifacts from the past. Each of the museums offers unique displays that illustrate the daily lives from the inhabitants who contributed to the development of our County.

GOVERNMENT

The original Genesee County was established on March 30, 1802 and included all of Western New York. As populations grew within this region, the neighboring eight counties were established. County government began in 1803 with the completion of the first courthouse west of the Genesee River and the election of County officers. The present day Genesee County encompasses 501 square miles and received its name from the Seneca word meaning "Beautiful Valley". County government was conducted by the Board of Supervisors and was replaced on March 1, 1967 with the establishment of the County Legislature. The nine-member County Legislature created the position of County Manager in 1980, which oversees and coordinates the twenty- six County Departments.

2024 GENESEE COUNTY LEGISLATURE

- *District No. 1, Alabama and Oakfield*
CHAD KLOTZBACH
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- *District No.2, Elba, Byron and Bergen*
CHRISTIAN YUNKER
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- District No. 3, Pembroke and Darien*
GORDON DIBBLE
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- District No. 4, Batavia (Town) and Stafford*
BROOKS HAWLEY
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- District No. 5, LeRoy*
ROCHELLE M. STEIN
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- District No. 6, Alexander, Bethany and Pavilion*
GREGG H. TORREY
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- District No. 7, Wards 1 & 6 City of Batavia*
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- District No. 8, Wards 2 & 3, City of Batavia*
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LEGISLATURE CALENDAR FOR 2024

The regular meetings of the Genesee County Legislature are held on the 2nd and 4th Wednesday of each month at 5:30 pm in the Old Courthouse unless otherwise announced. Only one meeting will be scheduled for the month of July (4th Wednesday) and August (3rd Wednesday) and December (2nd Wednesday). A second meeting could be held at the discretion of the Chair.

COMMITTEES FOR 2024

*Meetings are held in the Old Courthouse
Legislature Conference Room unless otherwise announced*

WAYS AND MEANS:

*Chairperson Marianne Clattenburg
Rochelle Stein
Gary Maha
Gregg Torrey*

The Ways & Means Committee normally meets the 1st & 3rd Wednesday of each month at 4:30PM.

PUBLIC SERVICE:

*Chairperson Gary Maha
Marianne Clattenburg
Chad Klotzbach
Christian Yunker*

The Public Service Committee normally meets the Monday before the 3rd Wednesday of each month at 4:30 PM

HUMAN SERVICES:

*Chairperson Gregg Torrey
John Deleo
Gordon Dibble
Brooks Hawley*

The Human Service Committee normally meets the Monday before the 1st Wednesday of each month at 4:30PM.

SPECIAL ASSIGNMENTS FOR 2024-2025

Rochelle M. Stein, Chair

Marianne Clattenburg, Vice Chair

Gregg Torrey, 2nd Vice Chair

<i>Aging, Office of.....</i>	<i>Hawley</i>
<i>Ag and Farmland Protection Board.....</i>	<i>Yunker</i>
<i>Airport Advisory</i>	<i>Klotzbach</i>
<i>Audit.....</i>	<i>Clattenburg, all Legislators (Alternate)</i>
<i>Board of Health</i>	<i>Torrey</i>
<i>Chamber of Commerce/Tourism.....</i>	<i>Klotzbach</i>
<i>Community Action of Orleans & Genesee.....</i>	<i>Hawley</i>
<i>Community Services Board/Mental Health</i>	<i>Dibble</i>
<i>Comprehensive Plan Steering Committee</i>	<i>Maha, Dibble</i>
<i>Cooperative Extension.....</i>	<i>Hawley</i>
<i>County Law Library Trustee.....</i>	<i>Stein</i>
<i>County Park.....</i>	<i>Hawley</i>
<i>County Planning Board</i>	<i>Deleo</i>
<i>Corporate Compliance Committee</i>	<i>Torrey</i>
<i>Criminal Justice Advisory Council</i>	<i>Dibble</i>
<i>E911</i>	<i>Klotzbach</i>
<i>Fish and Wildlife Management.....</i>	<i>Dibble</i>
<i>GAM.....</i>	<i>Yunker (Voting), Deleo</i>
<i>GCEDC/Empire Admin Board</i>	<i>Clattenburg</i>
<i>Genesee Community College.....</i>	<i>Torrey</i>
<i>Gen. Finger Lakes Regional Planning</i>	<i>Stein, Maha</i>
<i>GLOW Workforce Development Board</i>	<i>Stein</i>
<i>GLOW Solid Waste</i>	<i>Deleo, Hawley</i>
<i>Holland Land Office</i>	<i>Clattenburg</i>
<i>Insurance Committee</i>	<i>Stein</i>
<i>Inter-County Association</i>	<i>Stein, Maha, Klotzbach</i>
<i>Records Management</i>	<i>Deleo</i>
<i>Rochester Transportation Council</i>	<i>Stein, Maha (alternate)</i>
<i>Soil & Water Conservation District</i>	<i>Stein, Yunker</i>
<i>STOP-DWI.....</i>	<i>Dibble</i>
<i>Traffic Safety Board.....</i>	<i>Klotzbach</i>
<i>Transportation Coordinating.....</i>	<i>As Needed</i>
<i>Youth Board.....</i>	<i>Deleo</i>
<i>Water Resources Agency</i>	<i>Stein, Maha, Yunker</i>

***RULES OF THE
GENESEEE COUNTY LEGISLATURE 2024/2025***

I. GENERAL ORGANIZATION

1. The biennial meeting of the Genesee County Legislature shall be held at 5:30 pm on the first Wednesday after the first Tuesday in January on the even numbered years, at which time the Genesee County Legislature shall organize (Local Law No. 2, Year 1998) and elect a Chairperson, a Vice Chairperson, a Second Vice Chairperson and appoint a Clerk. A Deputy Clerk may also be appointed upon recommendation of the Clerk, subject to Legislature approval.
2. The Chairperson of the Genesee County Legislature shall make Standing Committee Assignments and Special Assignments within five (5) days from the date of the ORGANIZATIONAL meeting and shall file a list of same with the Clerk who is hereby directed to have such list printed and a copy thereof delivered to each member of the Genesee County Legislature within three (3) days after such assignment. In the case of a vacancy in a special assignment, the Chair shall make an appointment within fifteen (15) days of the vacancy. The Chair shall have the power and authority to change committee assignments and special assignments when such action is deemed necessary or desirable. In the absence of the Chair, the Vice Chair shall serve in the capacity of the Chairperson, except in such responsibilities which are specifically delegated to another Legislator by the Chair.

II. CONDUCT OF LEGISLATURE MEETINGS

3. Order of Business
 - (a) Roll Call – Quorum Established
 - (b) Proclamations and Commendations
 - (c) Approval of Minutes of previous Legislature Session
 - (d) Committee/Special Assignment Report
 - (e) Communication and Petitions
 - (f) Legislator Comments
 - (g) County Manager Report
 - (h) Resolutions
 - (i) Unfinished Business
4. The regular meeting of the Genesee County Legislature, after said biennial meeting, shall be held on the Fourth Wednesday of each month at 5:30 PM in the evening of said day unless said day shall fall on a holiday, in which event said meeting shall be held on the succeeding secular day. The Legislative Calendar shall be approved annually. Any meeting may be rescheduled according to Section 5, Conduct of Legislature meetings II.
5. The Genesee County Legislature shall assemble at such times as they may determine at a previous session or at the call of the Clerk of the Genesee

- County Legislature. Notice in writing stating the time, place and purpose of the special meetings shall be served personally, or by mail, or by email upon each member by the Clerk of the Genesee County Legislature at least forty-eight hours before the date fixed for holding the meeting.
6. The Chairperson will have the power to call any member of the Genesee County Legislature temporarily to the Chair in order to address the Legislature.
 7. The Chair shall preserve order at all the sessions. Any member being called to order shall take a seat and remain therein until the Chair of the Genesee County Legislature determines the point raised. If the ruling of the Chairperson shall be sustained, the member shall not proceed except in order and by permission of the Genesee County Legislature.
 8. A member desiring to speak or present any subject to the Genesee County Legislature shall raise his hand and address the Chair, and shall not proceed further until recognized by the Chair and awarded the floor for such purpose.
 9. Each Legislator shall direct questions or remarks to the Chair and shall refrain from addressing other Legislators. The Chair shall maintain order and shall direct the discussion to the subject matter being considered.
 10. A debate shall not be in order until pending question shall have been duly seconded.
 11. When two or more members raise their hand to speak at the same time, the Chair shall determine which is entitled to the floor.
 12. A motion for the reconsideration of the vote upon any question shall not be entertained unless made by one who voted in the majority upon such question, and only if such motion is made prior to the adjournment of the meeting at which the vote was taken.
 13. A motion for the reconsideration of any question having been made and decided, in the negative, no proposition for further reconsideration shall be entertained.
 14. A Legislator by motion may request "that a question be now put to vote". A motion to "put the question" is not debatable subject to amendments. The main question shall be on the passage of the matter under consideration, but when amendments are pending the question shall first be taken upon amendments in their order. A motion to "put the question" shall be seconded and passed by a voice vote of a majority of members present unless a member shall request a roll call vote.
 15. The Ayes and Nos shall be taken upon any question upon the request of one member and every member in the room shall vote when their name is called. A member may not abstain from voting unless that member has a conflict of interest with the matter being considered.
 16. A resolution, report or other matter may be tabled by a majority of the total weighted voting power of the Legislature. A motion to table shall

not be debatable. A resolution tabled shall be returned in the same form as originally written. All reports, resolutions and other matters laid on the table may be called there from under subdivision (h) of Rule 3 in the order of business.

17. A resolution may be returned to a Committee by a majority vote of the total weighted voting power of the Legislature. A motion to return shall not be debatable except to time of its possible return to the floor.
18. All resolutions shall be voted upon by roll call and adopted by a majority of the total weighted voting power of the Genesee County Legislature, unless otherwise provided by law. The Chair may direct the Clerk of the Legislature to call one roll call vote on multiple resolutions, under consent agenda. A consent agenda shall be limited to the resolutions that have been carried unanimously in committee(s) and not likely to need or require discussion by Legislature. The Chair of the Legislature designates placement (by committee) on the consent agenda for consideration as a single piece of legislation. The consent agenda, as such may be acted upon with a single vote. No debate or motions are permitted for individual items with the consent agenda, except to request removal of an item. Legislators may ask the Chair for a separate consideration of any resolution with the consent agenda as such agenda comes before the Legislature for consideration. The Chair will acknowledge the removal of resolution to a single piece of legislation for the Legislature Clerk to proceed with a roll call. Resolutions shall not be included in the consent agenda if they are: County Audits, local laws, resolutions requiring a roll call vote of a 2/3 majority, resolutions received any negative vote(s) in committee and authorize borrowing.
19. Any rule may be suspended by the consent of two-thirds of the total weighted voting power of the Genesee County Legislature. A person, upon offering a motion to suspend the Rules in order to place an item on the agenda, shall state the nature of the resolution to be added to the agenda.
20. An account shall not be audited or allowed unless the bill therefore is properly verified and approved by the official ordering the service or purchasing the articles or materials covered by the account. Bills not filed with the County Treasurer on or before Thursday preceding the regularly scheduled meeting date shall be held over for the audit at the next regularly scheduled meeting of the Genesee County Legislature. When the Thursday preceding the monthly meeting date shall fall on a holiday, bills must be filed on the preceding day in which the Treasurer's Office is open for business.
21. Petitions, resolutions and other business to be considered by the Legislature must be filed with the Clerk of the Legislature at least five (5) business days prior to the regularly scheduled meeting of the Legislature.

Standing Committees may place such items on the agenda of the next regularly scheduled meeting of the Legislature as have been passed by a majority vote of the Standing Legislative Committee. Any member of the Legislature may present a resolution to a Standing Committee for consideration. In the event such a resolution is not placed on a legislative agenda within two (2) months of the date presented to the Committee, the Legislator sponsoring said resolution may direct the Clerk of the Legislature to place the matter on the agenda of the next regularly scheduled meeting of the Genesee County Legislature. Once the resolution has been considered and decided by the Legislature, no further reconsideration shall be entertained unless recommended by a Standing Committee or a Committee of the Whole.

22. A person other than a County Legislator may request permission to address the Legislature on any matter to be considered at the session. A sign-up sheet will be available prior to the meeting. Comments shall be limited to five (5) minutes.

- 22a. All cell phones and other wireless communications must be silenced prior to entering the meeting chambers of the Genesee County Legislature and its Standing Committees.

III. CONDUCT OF COMMITTEE MEETINGS

A. COMMITTEE OF THE WHOLE

23. The Chairperson may call a meeting of all Legislators at such times as deemed necessary and appropriate to discuss items of general concern or items referred by a Standing Committee. The agenda for Committee of the Whole Meetings shall be prepared by the Chair with the assistance of the County Manager and the Clerk of the Legislature and shall be mailed or emailed to each Legislator at least three (3) working days prior to the meeting. Voting on all agenda items shall be by total weighted voting power of the Legislature. Items may be added to the agenda by an affirmative vote of a majority of the total voting power of the Legislature.
24. Order of Business
 - (a) Roll Call - Quorum Established
 - (b) Call to order
 - (c) Approval of previous minutes
 - (d) Discussion of items on agenda
 - (e) Adjournment

B. STANDING COMMITTEES

25. Standing Committees shall be responsible for legislative policy, development and budget review for the following areas under their jurisdiction.
 - (a) **WAYS AND MEANS** - To consist of four (4) members. Said Committee to review all matters pertaining to general policy, rules, advisory board appointments, finance and debt, risk management, County Attorney, taxation and assessment, appraisal and disposition of property, Personnel wages and benefits, Human Resources, Central Services, Facilities Management, County Clerk, Legislature Office, Information Technology (I.T.), Job Development, Community College, Elections, Economic Development, Stop DWI and Genesee County Self-Insurance. All out-of-state travel requests will be submitted to Ways and Means with a recommendation from the County Manager (See Rule V (31)).
 - (b) **PUBLIC SERVICE** - To consist of four (4) members. Said Committee is to review all matters pertaining to highways and bridges, airport, county park, transportation, police, fire, Emergency Management Services, District Attorney, Public Defender, Assigned Council, Corrections, Probation, Planning, Solid Waste, Environment, Agricultural and Water, and Soil and Water.

(c) **HUMAN SERVICES** - To consist of four (4) members. Said Committee is to review all matters pertaining to Health, Social Services, Mental Health, Aging, Housing, Historian and Museums, Veterans, Youth, Cooperative Extension, Physically Handicapped Programs, Coroners, and Arts and Libraries.

26. The order of business of the standing committees shall be as follows:
 - (a) Call to Order
 - (b) Quorum Established
 - (c) Approval of previous minutes
 - (d) Discussion of items on agenda
 - (e) Reports of Committee Chairperson
 - (f) Adjournment

27. The Chairperson of a Standing Committee shall determine when a Committee meeting is necessary and appropriate and shall determine the agenda for the meeting. The agenda shall be mailed or emailed to each of the members of the Committee at least three (3) working days prior to the meeting. A quorum shall consist of three (3) members. Items may be added to the agenda by an affirmative vote of the majority of members present.

28. In the event that a member of a Standing Committee is or will be absent from a meeting when called, the Chairperson of the Standing Committee may appoint another member of the Legislature to temporarily serve on the Committee for such meeting or until the absent member is present. If the Chairperson of a Committee will be absent from a meeting when called the Chairperson of the Legislature shall appoint another Legislator to serve as Chair of that meeting or until the absent Chair is present.

29. At each Committee meeting there shall be minutes kept. At a subsequent Committee meeting minutes from the previous meeting are to be approved as a first order of business. Said minutes shall include the time and place of meeting and members present. Any member of the Genesee County Legislature attending any meeting of a Standing Committee of which they are not a member shall not have voting privileges.

IV. SPECIAL ASSIGNMENTS

- ◆ Aging, Office for
- ◆ Agriculture & Farmland Protection Board
- ◆ Airport Advisory
- ◆ Audit
- ◆ Board of Health
- ◆ Chamber of Commerce/Tourism
- ◆ Community Action of Orleans & Genesee
- ◆ Community Services Board/Mental Health
- ◆ Comprehensive Plan Steering Committee
- ◆ Cooperative Extension
- ◆ Corporate Compliance Committee
- ◆ County Law Library Trustee
- ◆ County Planning
- ◆ Criminal Justice Advisory Council (CJAC)
- ◆ E911 Operations Board
- ◆ Emergency Services Task Force
- ◆ Fish and Wildlife Management
- ◆ GAM
- ◆ GCEDC/ Empire Administration Board
- ◆ Genesee Community College
- ◆ Genesee Finger Lakes Regional Planning Council
- ◆ GLOW Workforce Development Board (WDB)
- ◆ GLOW Solid Waste Committee
- ◆ Holland Land Office
- ◆ Insurance Committee
- ◆ Inter-County Association of WNY
- ◆ Parks Advisory Committee
- ◆ Records Management
- ◆ Rochester Transportation Council
- ◆ Soil & Water Conservation District
- ◆ Stop-DWI
- ◆ Traffic Safety Board
- ◆ Youth Board
- ◆ Water Resources Agency

V. MISCELLANEOUS

30. (a) All departments of the County shall conclude their fiscal year and be prepared to present the annual report of their department to the Committee of Jurisdiction per the schedule.
(b) A one-page summary report is required for publication in the Annual Proceedings.

31. Travel Requests
(a) If a department head and/or county official requests attendance at a meeting or conference within New York State, a request shall be submitted to the County Manager three weeks prior to the meeting. The County Manager shall review the request for appropriateness and make a recommendation to the Chairperson of the Legislature. Permission then may be granted by the Chair.
(b) If a department head and/or county official requests attendance to a convention, conference or school outside of the State of New York, a request shall be submitted to the County Manager three weeks prior to said meeting. The County Manager shall review the request for need to travel and that budget appropriations are sufficient. The County Manager shall submit the request with a recommendation to the Committee on Ways and Means which may then place the request on the agenda for consideration by the Genesee County Legislature. A formal motion of the Legislature is required for all travel outside of New York State. A written report outlining outcomes and value to the County shall be submitted to the Legislature and County Manager upon return from said conference, convention or school.

32. All requests for budget transfers must be submitted to the County Manager for review. All budget transfer and budget amendment resolutions must be submitted to the County Treasurer for approval prior to submittal to the Legislature Clerk.

33. All questions not covered in the Rules shall be decided according to Robert's Rules of Order, Newly Revised, 11th Edition. In the event that there is a conflict between Robert's and these Rules, these Rules shall be controlling.

UNITED STATES SENATORS

KIRSTEN GILLIBRAND (D)

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UNITED STATES CONGRESSWOMAN

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LIEUTENANT GOVERNOR

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ATTORNEY GENERAL:

Letitia James

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NEW YORK STATE SENATOR

57th Senator District

GEORGE BORRELLO (R)

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❖ **GENESEE COUNTY** ❖

Population – 58,388
County Seat – Batavia, New York
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(585) 344-2550 Fax: (585) 344-2442
www.co.geneseee.ny.us

❖ **CHAIRPERSON, COUNTY LEGISLATURE** ❖

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Rochelle M. Stein, Chair Ext. 2330
Rochelle.Stein@co.geneseee.ny.us

❖ **CLERK OF THE LEGISLATURE** ❖

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❖ **COUNTY MANAGER AND BUDGET OFFICER** ❖

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L. Matthew Landers, County Manager/Budget Officer Ext. 2204
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Vicky Muckle, Executive Assistant Ext. 2204
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Fraud Hotline (585) 815-7830

GENESEE COUNTY DEPARTMENTS

❖ AGING, OFFICE FOR THE ❖

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Batavia, NY 14020
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Diana Fox, Director Ext 5935
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❖ COMMISSIONER OF JURORS ❖

Room 253 Courts Facility
1 West Main Street
Batavia, NY
(585) 201-5719 Fax: (585) 371-3955
Sarah Kingdon, Commissioner of Jurors
skingdon@nycourts.gov

❖ CORPORATE COMPLIANCE ❖

7 Main Street
Batavia NY 14020
(585) 344-2550 Fax: (585) 345-3077
Pamela LaGrou, Compliance Officer Ext. 2212
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Fraud Hotline (585) 815-7830

❖ CORNELL COOPERATIVE EXTENSION ❖

420 East Main Street
Batavia, NY 14020
(585) 343-3040 Fax: (585) 343-1275
Email: genesee@cornell.edu
Website: www.genesee.cce.cornell.edu
Jocelyn Sikorski, Executive Director Ext 110
jas884@cornell.edu

❖ **CORONERS** ❖

John W. Peck 8 Verona Avenue, Batavia, NY 14020	(585) 356-3033
Donald Newton Jr. 2266 Angling Road, Corfu, NY 14036	(585) 813-4033
Karen Lang 44 West Main Street, Corfu, NY 14036	(585) 507-9243
Wade Schwab 2413 Walker Road, Alexander, NY 14005	(716) 200-3319

❖ **COUNTY AIRPORT** ❖

4701 E. Saile Drive
Batavia, NY 14020
(585) 344-8532 Fax: (585) 344-8588

Jason Long, Airport Supervisor	Ext 6300
Reception Desk	Ext 6301
Conference Room	Ext 6305

❖ **COUNTY ATTORNEY** ❖

Old Courthouse
7 Main Street
Batavia, NY 14020
(585) 344-2550 Fax: (585) 345-3071

Mark Boylan, County Attorney	Ext 2205
Paula Campbell, Deputy County Attorney	Ext 6463
Paula Beck Confidential Secretary	Ext 2372

❖ **COUNTY CLERK** ❖

15 Main Street

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Batavia, NY 14021-0379

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Steven R. Grice, Deputy Clerk Ext 2244

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Deborah J. Underhill, Deputy Clerk Ext 2246

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❖ **COUNTY COURT JUDGE** ❖

Courts Facility

1 West Main Street

Batavia, NY 14020

(585) 201-5725

Honorable Melissa Lightcap Cianfrini

Presiding Judge: Honorable Donald O'Green

Supreme & County Chief Clerk

Nicole Desmond (585) 201-5727

❖ **COUNTY TREASURER** ❖

15 Main Street

Batavia, NY 14020

(585) 815-7803 Fax: (585) 344-2442

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Kevin J. Andrews, Deputy Treasurer & Real Property Tax Director Ext 2215

Kathy A. Fleming, Administrative Officer Ext 2214

Stephenie Davis-Reiss, Deputy Director of Real Property Ext 2219

John Given, Sr. Tax Map Technician Ext 2225

Christy Stoddard, Principal Financial Clerk Ext 2213

❖ **DISTRICT ATTORNEY** ❖

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1 West Main Street
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Website: www.co.genesee.ny.us
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Kevin T. Finnell, District Attorney
Joseph J. Robinson, 1st Assistant District Attorney
Lacie Snell, Confidential Secretary Ext 2497

❖ **ECONOMIC DEVELOPMENT CENTER** ❖

(GCEDC)
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Suite 106
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(585) 343-4866 Fax: (585) 343-0848 gcedc@gcedc.com
Steven G. Hyde, Chief Executive Officer

❖ **ELECTION COMMISSIONERS** ❖

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Melissa Gaebler, Deputy Ext 2209
Lorie Longhany, Democrat Ext 2207
Karen Gannon, Deputy Ext 2208

❖ **EMERGENCY MANAGEMENT SERVICES** ❖

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Batavia, NY 14020
(585) 344-0078 24 Hour: (585) 343-3313 Fax: (585) 344-8535
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Elizabeth Allen, Financial Management Assistant Ext 6200
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❖ **FACILITIES MANAGEMENT** ❖

153 Cedar Street
Batavia, NY 14020
(585) 344-8508 Fax: (585) 343-9303
Paul Osborn, Deputy Highway Superintendent; Ext 3704
Facilities, Parks, Recreation & Forestry
Lisa Grice, Principal Financial Clerk Ext 3701
Carrie Everett, Principal Financial Clerk Ext 3700

❖ **FAMILY COURT** ❖

Courts Facility
1 West Main Street
Batavia, NY 14020
(585) 201-5741 Fax: (585) 344-8520
Thomas Williams, Judge
Michele Zastempowski, Chief Clerk

❖ **GENESEE COMMUNITY COLLEGE** ❖

One College Road
Batavia, NY 14020
(585) 345-6812
Dr. James M. Sunser, President
Bethany Aradine, Executive Assistant

❖ **GLOW REGION SOLID WASTE MANAGEMENT** ❖

County Building #2 – 3837 W. Main Street Road
Batavia, NY 14020
(585) 344-2580 Fax: (585) 345-3061
Direct: (585) 815-7906
Toll Free: (800) 836-1154
Amanda Lee, Recycling Administrator Ext 5463
glow@co.genesee.ny.us

❖ **HEALTH DEPARTMENT** ❖

3837 West Main Street Road

County Building #2

Batavia, NY 14020

(585) 344-2580 Fax: (585) 344-4713

health.dept@co.genesee.ny.us

Paul A. Pettit, Public Health Director	Ext 5512
Darren Brodie, Environmental Health Director	Ext 5510
Scott Senf, Administrative Officer	Ext 5506
Laurie Skinner, Senior Financial Clerk	Ext 5517
Brenden Bedard, Director of Community Health Services	Ext 5460
Deborah Krenzer-Lewter, Dir of Children w/ Special Needs	Ext 5572
Kaitlin Pettine, Director of Health Promotions	Ext 5547
Dave Bell, Public Health Emergency Preparedness	Ext 5545
Ronald Mannella, Weights & Measures	(585) 589-4416

❖ **HIGHWAY** ❖

153 Cedar Street

Batavia, NY 14020

(585) 344-8508 Fax: (585) 343-9303

Timothy Hens, P. E., Superintendent	Ext 3702
Craig Smith, Deputy Superintendent	Ext 3703
Laura Wadhams, P.E., Assistant County Engineer	Ext 3712
Justin Gerace, EIT, Assistant County Engineer	Ext 3707
Lisa Grice, Principal Financial Clerk	Ext 3701
Chris Klein, Fleet Maintenance Supervisor	Ext 3705
Carrie Everett, Principal Financial Clerk	Ext 3700
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Rob Brien, Automotive Parts Worker	Ext.3708
Kristina Sanner, Signs Maintenance Mechanic	Ext 3709

❖ **HISTORY DEPARTMENT** ❖

3837 West Main Street Road
County Building #2
Batavia, NY 14020
(585) 815-7904

Michael Eula, County Historian & Archivist

Ext 5583

❖ **HOLLAND LAND OFFICE MUSEUM** ❖

131 West Main Street
Batavia, NY 14020
(585) 343-4727

www.hollandlandoffice.com

Ryan Duffy, Director

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❖ **HUMAN RESOURCES** ❖

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Batavia, NY 14020

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Anita Cleveland, Human Resources Director

Ext 2352

Tracy Augello, Deputy Human Resources Director

Ext.2373

Genevieve Roman, Human Resources Specialist

Ext 2222

Melissa Landers, Human Resources Clerk

Ext 2221

Cheryl Thorley, Human Resources Clerk

Ext 2223

❖ **INFORMATION TECHNOLOGY** ❖

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Paul McCullough, Operation Analyst II

Ext 5499

Kathleen Carlson, Principal Clerk

Ext 5563

❖ **JOB DEVELOPMENT BUREAU** ❖

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Batavia, NY 14020

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Lisa Smith, Sr. Counselor	Ext 4237
Rachel Yates, Acct. Supervisor	Ext 4224

❖ **MENTAL HEALTH SERVICES** ❖

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Batavia, NY 14020

(585) 344-1421

Administration Fax: (585) 815-7978

Electronic Fax: (585) 345-3080

Lynda Battaglia, Director	Ext 6635
Peter Mittiga, Deputy Director	Ext 6692
Rachel Mienev, Director of Clinical Services	Ext 6683
Brenda Reeves, Confidential Secretary	Ext 6681

❖ **MOTOR VEHICLE OFFICE** ❖

15 Main Street

P.O. Box 379

Batavia, NY 14021-0379

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michael.cianfrini@co.genesee.ny.us	
Steve Grice, Deputy Clerk	Ext 2244
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Deborah J. Underhill, Deputy Clerk	Ext 2246
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❖ **PARKS & RECREATION** ❖

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Batavia, NY 14020

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Interpretive Center - 11095 Bethany Center Rd.

East Bethany, NY 14054

(585) 344-1122

Claudia Nusstein, Environmental Education Program Coordinator

❖ **PLANNING DEPARTMENT** ❖

3837 West Main Street Road

County Building #2

Batavia, NY 14020

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Jim Dealaman – Senior Planner Ext 5467

Chris Scheiner - GIS Analyst Ext 5471

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❖ **PROBATION DEPARTMENT** ❖

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(585) 344-2550 Fax: (585) 343-5839

Email: probation@co.genesee.ny.us

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Rachel Sanfratello, Probation Supervisor Ext 2252

Jason Mindler, Probation Supervisors Ext 2254

Vicki Athoe, Principal Clerk Ext 2257

Jennifer Draper, Principal Financial Clerk Ext 2255

❖ **PUBLIC DEFENDER** ❖

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1 West Main Street

Batavia, NY 14020

(585) 344-2550 Ext 2516 Fax: (585) 344-8553

Jerry Ader, Public Defender Ext 2438

Jamie Amburgey, Confidential Secretary Ext 2515

Family Court Division:

Kelly Donohue Burn, Senior Assistant Public Defender Ext 2424

Criminal Court Division:

Lisa M. Kroemer, Senior Assistant Public Defender Ext 2437

❖ **PURCHASING/CENTRAL SERVICES** ❖

15 Main Street - County Building #1

Batavia, NY 14020

(585) 344-2550 Fax: (585) 344-2442

Chester J. Kaleta, Director Ext 2217

Jessica O'Neil, Purchasing Agent Ext 2201

Mark Adams, Central Services Supervisor Ext 2249

❖ **REAL PROPERTY TAX SERVICES** ❖

SEE COUNTY TREASURER

❖ **RECORDS MANAGEMENT** ❖

3837 West Main Street Road

County Building #2

Batavia, NY 14020

(585) 815-7904

Michael Eula, Records Management Officer Ext 5583

❖ **SELF-INSURANCE WORKERS' COMPENSATION** ❖

❖ **HEALTH & SAFETY** ❖

15 Main Street

County Building #1

Batavia, NY 14020 (585) 344-2550

Dustin Watterson, Executive Secretary/Health & Safety Coordinator Ext 2250

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❖ **SHERIFF** ❖

165 Park Road, Batavia, NY 14020
(585) 345-3000 Fax: (585) 344-3102

William A. Sheron, Jr., Sheriff	Ext 3501
Bradley D. Mazur, Undersheriff	Ext 3502
Joseph M. Graff, Chief Deputy Criminal	Ext 3503
Brian M. Frieday, Chief Deputy Road Patrol	Ext 3504
Carolyn A. Della Penna, Confidential Secretary	Ext 3510

Genesee County Emergency Services Dispatch Center

165 Park Rd., Batavia, NY 14020
(585) 343-5000 or Ext 3460

Francis A. Riccobono, Director of Emergency Comm.	Ext 3429
Peter Hendrickson Jr., Asst. Director of Emergency Comm.	Ext 3431

County Jail

3839 West Main Street Road P.O. Box 151, Batavia, NY 14021
(585) 343-0838 Fax: (585) 344-0236

William A. Zipfel, Jail Superintendent	Ext 3951
Jeffrey J. Searls, Deputy Jail Superintendent	Ext 3952

Genesee Justice

3839 West Main Street Road
(585) 815-7171 Fax: (585) 345-3095

Diana M. Prinzi, Genesee Justice Program Coordinator	Ext 3923
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Justice for Children Advocacy Center

304 E. Main St., Batavia, NY 14020
(585) 344-8576 Fax: (585) 345-3090

Trisha Reynolds, JFCAC Program Coordinator	Ext 3877
--	----------

Animal Shelter

3841 W. Main St. Rd., Batavia, NY 14020
(585) 343-6410 or x5450 Fax: (585) 345-3075

Sarah Fountain, Dog Control Officer	Ext 5452
Catherine Seward, Dog Control Officer	Ext 5451

❖ **SOCIAL SERVICES** ❖

5130 East Main – Suite 3

Batavia, NY 14020

(585) 344-2580 Fax: (585) 343-5548

Carla Mindler, Commissioner	Ext 6405
Ben Dennis, Director Social Services	Ext 6400
Carrie Hermann, Director Financial Services	Ext 6401
Sarah Jarkiewicz, Dir. Financial Operations & Child Support	Ext 6420

❖ **SOIL & WATER** ❖

29 Liberty Street

Suite #3

Batavia, NY 14020

(585) 343-2362

Jared Elliott, CCA Senior Field Manager	Ext 5
jared.elliott@ny.nacdnet.net	

❖ **STOP DWI** ❖

Old Courthouse

7 Main Street

Batavia, NY 14020

(585) 344-2550 Fax: (585) 345-3077

Tammi Ferringer, Coordinator	Ext 2200
------------------------------	----------

❖ **VETERANS SERVICE** ❖

3837 W. Main St. Rd.

County Building #2

Batavia, NY 14020

(585) 815-7905 Fax: (585) 345-3085

William R. Joyce, Director	Ext 5443
William.Joyce@co.genesee.ny.us	

Wendy L. Welker, Secretary	Ext 5444
Wendy.Welker@co.genesee.ny.us	

❖ **WEB DESIGN & PUBLIC INFORMATION** ❖

7 Main Street
Batavia, NY 14020
(585) 344-2550

Steven Falitico, Public Communications and Web Design Specialist Ext 2227
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❖ **YOUTH BUREAU** ❖

5130 East Main – Suite 3
Batavia, NY 14020
(585) 344-2580 Fax: (585) 343-5548
(585) 344-3960 Ext 6587 Fax: (585) 345-3063
Email: youthbureau@co.genesee.ny.us

Carla Mindler, Commissioner of Social Services Ext 6405
George Kimball, Youth Program Coordinator Ext 6587

GENESEE ASSOCIATION OF MUNICIPALITIES (GAM)

Meets the third (3rd) Thursday in February, May, August and November. Inquiries and correspondence to GAM may be directed to GeneseeAM@gmail.com

GAM Officers:

Supervisor Carl Hyde, Town of Bethany – Chair

tob-supervisor@townofbethany.com

(585) 343-1399

Dave Miller, Town of Alexander – Vice Chair

supervisor@townofalexander.com

(585) 547-9431

Secretary – Vacant

Hiedi Librock, Treasurer

hlibrock@townofbatavia.com

(585)343-1729 Ext 228

Representatives from County Legislature, Towns, Villages and the City are encouraged to participate.

GAM MEETINGS 2024:

February 15, 2024 County Building 2 – 3837 W. Main St. Road, Batavia

May 16, 2024 County Building 2 – 3837 W. Main St. Road, Batavia

August 15, 2024 County Building 2 – 3837 W. Main St. Road, Batavia

November 21, 2024 County Building 2 – 3837 W. Main St. Road, Batavia

GENESEE COUNTY MUNICIPALITIES

ALABAMA

TOWN HALL: 2218 Judge Road
Oakfield NY 14125
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Supervisor

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Town Council

Kevin Veazey alabamaveazey@gmail.com (585) 704-7516

Dianne Klotzbach diannekalabama@gmail.com (716) 560-2186

Kevin Fisher fisheralabama@gmail.com (585) 948-9222

Jill Klotzbach jklotzbach.alabama@gmail.com (585) 472-1993

Town Clerk

Rebecca L. Borkholder alabamaclerk@rochester.rr.com (585) 948-9341

Planning Board Chairman

Carl Kumpf (716) 597-5968

TOWN COURT: 3219 Drake St, PO Box 63, Oakfield, NY 14125

Town Justice (585) 948-5835

Ext113

Jeffrey Tauscher

Vivian Williams

Court Clerk

Kim Florian

Highway Superintendent

Jeffrey Covell toahwy@rochester.rr.com (716) 870-2826

Assessor

Barry Flansburg (585) 948-9431

Ext 4

Historian

Joseph Cassidy (585) 813-2812

Zoning Officer/Building Fire/Code Officer

Mike Morris (585) 250-0896

Zoning Board of Appeals Chairman

Drew Klotzbach (716)560-1979

ALEXANDER

TOWN HALL: 3350 Church St. PO Box 248

Alexander, NY 14005

(585) 591-2455 Fax: (585) 591-4130

Website: www.townofalexander.com

Supervisor

David Miller supervisor@townofalexander.com (585) 547-9431

Town Council

Eric Wagner e.twagner241@yahoo.com (585) 255-0335

Jerry Krupka jkrupka3110@gmail.com (585) 993-3366

Laura Schmieder lauramae@rochesr.rr.com (585) 356-2692

Town Clerk

Shannon Tiede townclerk@townofalexander.com (585) 591-2455

Town Justice

Nicholas Falcone nfalcone@nycourts.gov (585) 591-2455
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Troy Robbins troyrobbins@nycourts.gov Ext 203

Court Clerk

Ann Marie Loranty aloranty@nycourts.gov (585) 591-2455
Ext 201

Highway Superintendent

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Ext 103

Assessor

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Ext 207

Historian

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ZEO/CEO

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Ext 238

BATAVIA

TOWN HALL: 3833 West Main St., Rd.
Batavia, NY 14020
(585) 343-1729 Fax: (585) 343-8461
Website: www.townofbatavia.com

Supervisor

Gregory Post (585) 343-1729
Email: supervisor@townofbatavia.com Ext 200

Hiedi Librock, Secretary to the Supervisor Ext 228
Email: hlibrock@townofbatavia.com

Town Council

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Patti Michalak pmichalak@townofbatavia.com (585) 343-7874
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Melissa Mason, Court Clerk mmason@townofbatavia.com Ext 219

Town Engineer

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Ext 207

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Highway Superintendent

Raymond Tourt rtourt@townofbatavia.com (585) 343-1729
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Water and Wastewater Department

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Historian

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BERGEN

TOWN HALL: 10 Hunter St. PO Box 249
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(585) 494-1121 Fax: (585) 494-1372
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Supervisor

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Email: supervisor@bergenny.org

(585) 494-1121

Ext 22

Cell: (585) 703-4067

Deputy Supervisor

Belinda Grant

Cell: (585) 409-3533

Town Clerk/Tax Collector

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Ext 21

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Town Council

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Justice

Robert Swapceinski

(585) 494-2068

Joseph Nenni

(585) 494-0433

Highway Superintendent

Mike Johnson

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Email: highwaysup@bergenny.org

Assessor

Rhonda Saulsbury

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Historian

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ZEO/CEO

Gerald Wood

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BETHANY

TOWN HALL: 10510 Bethany Center Rd.
East Bethany, NY 14054
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Supervisor

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Justice

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Joe Nowakowski

Town Council

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Steve Wells
Jeffrey Fluker (585) 300-8153
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Highway Superintendent

Barbara Czworka Office: (585) 343-2908
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Assessor

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CEO/ZEO

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BYRON

TOWN HALL: PO Box 9, 7028 Byron Holley Rd.
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Supervisor

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Ext 14

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Marilyn Weinert townclerk@byronny.com (585) 548-7123

Ext 10

Justice

Honorable Robert Mattice (585) 548-7123

Ext 18

Court Clerk

Marilyn Weinert, Interim Court Clerk (585) 548-7123

Ext 18

Town Council

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Martin Dilcher 7050 Old State Road, Bergen 14416 (585) 721-0364

Alfred Klycek

Nathan Knickerbocker

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CEO/ZEO

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townclerk@townofdarienny.com

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Justice

David Overhoff

Michelle Krzemien

(585) 547-2274

Ext 1020

Ext 1020

Court Clerk

Marcia Bontrager

(585) 547-2274

Ext 1020

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David Krzemien

Timothy Benten

Michael Grant

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(716) 961-8443

(716) 587-1848

(716) 544-0224

Highway Superintendent

Neil J. Marzolf, Jr.

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Historian

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CEO/ZEO

Jerome Yoder

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Ext 1027

Assessor

Deborah J. Conti

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ELBA

TOWN HALL: 7133 Oak Orchard Road

Elba, NY 14058

Office: 757-2762

Website: www.elbanewyork.com

Supervisor

Donna Hynes

9 West Avenue, Elba 14058

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Vacant

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Vacant

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VILLAGE OF OAKFIELD

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