

Committee members Legislator's Clattenburg, Torrey, Stein, Maha Also present: Legislator's, Yunker and Dibble, Klotzbach, Deleo, Legislature Clerk Lisa Casey, County Manager Matt Landers, Attorney James Wujcik, Superintendent of Highway Tim Hens, Laura Wadhams Assistant County Engineer, Sheriff William Sheron, Human Resource Director Anita Cleveland, Deputy Human Resource Director Tracy Augello, Lawley Broker, Susie Ott, Compliance Officer Pamela LaGrou (zoom) Joanne Beck (The Daily News (zoom)).

Committee Chair Clattenburg opened the meeting at 4:30 p.m. at GCC Student Success Center Conference Room located at 1 College Road, Batavia, New York on Wednesday, April 20, 2022. Zoom available.

Committee Chair Clattenburg announced an amendment to the agenda, added the following:  
2022 Salary Schedule Amendment/Position Reclassification–Elimination of One Financial Clerk–Typist Position and Creation of a program Manager – Sheriff Position  
Insurance Coverage–Jail Construction/Builder Risk Insurance  
Genesee County Ethics and Disclosure Law–Legislature/Employee List of Designation of Policy Making Positions  
Motion by Legislator Stein and seconded by Legislator Maha to amend the agenda.

Approval of the April 20, 2022 minutes. Chair Clattenburg asked to amend the minutes, the date of the next meeting stated April 20<sup>th</sup> instead of May 4<sup>th</sup>. Amend the minutes motioned by Legislator Torrey seconded by Legislator Maha, carried unanimously. Motion to the amended minutes by Legislator Stein and seconded by Legislator Maha, carried unanimously.

Chair Clattenburg moved the Ethics discussion to the beginning of the meeting. The updated Local Law from 2021 calls for an updated list of employees that need to complete an Annual Statement of Financial Disclosure. Chair Clattenburg asked Pam LaGrou (zoom) what defines a policy making position and how was the officer terms of the college left off? Pam LaGrou referred back to the changes of the local law, previous local law included positions and titles and list of individuals that were required to file. Confusing points that were brought to light by the audit. Current adopted local law does not list any positions refers to list provided by appointed authority, department head or county attorney. Latitude and opportunity increase transparency – a position influence or policy making decision making, they would have the option to include that position/title list to the Clerk. Chair Clattenburg perspective is that any board member that can vote should is a policy maker. County Attorney provided definition “policy making” to the Chair. “Policy making” decisions means an officer or employees whose majority duties are not ministerial in nature, as designed to be policy making by the County of Genesee Legislature. Chair Clattenburg states that it seems that there is some lack of clarity. She asked the County Attorney to review the law and come back with his opinion regarding how to move forward with the list for next year. The committee reviewed the current list and confirmed the list will be used for this year. (The list was provided by the Clerk with the help of the Department Heads and the County Attorney). Also added additional officers that were missed from the board list that was presented earlier in the year. With confirmation from the County Attorney, James Wujcik, agreed with the employee list and asked to add the President, VP of Finance & Operations/CFO, Provost/Executive VP for Academic Affairs and VP for Student & Enrollment Services of Genesee Community College to the list for filing an annual statement financial disclosure. County Attorney will be

expected to further review list for 2023. Legislator Maha concerned about the amount of people on the list. Chair did state it is cumbersome but it has to be done per the Local Law. This was approved for placement on the next Legislature agenda upon motion of Legislator Stein seconded by Legislator Maha, carried unanimously

Sheriff Sheron discussed 2022 Salary schedule amendment for position reclassification to eliminate one financial clerk-typist position and create a program manager position. It was decided that this position required re-evaluation based upon the additional responsibilities that have been assigned to this position. Sheriff asked Legislature to amend the 2022 Genesee County Employees' Salary Schedule by creating one position of Program Coordinator-Sheriff, CSEA Grade 14; and eliminating one position of Financial Clerk-Typist, CSEA Grade 9, effective retroactive to January 1, 2022. The difference in cost associated with the reclassified position (\$5,616) is covered by multiple vacancies that exist and were accounted for in the 2022 budget. This was approved for placement on the next Legislature agenda upon motion of Legislator Maha seconded by Legislator Torrey, carried unanimously

Superintendent of Highway Tim Hens discussed the award of bid and consultant agreement for South Lyons Street Bridge. Mr. Hens reviewed proposals from consultants for construction administration and inspection services related to this project and did make a request to enter into a construction contract with Union Concrete and Construction Corp, in the amount of \$2,922,222.00 and authorize a supplemental consultant agreement with Fisher Associates, for construction administration and inspection services related to the replacement of the South Lyon St Bridge over Tonawanda Creek in a cost not to exceed \$414,000. The total cost of the construction and construction inspection phases of this project is \$3,336,222.00, funded with 80% federal aid and a 20% match from local 1% sales tax. This was approved for placement on the next Legislature agenda upon motion of Legislator Maha seconded by Legislator Torrey, carried unanimously

County Attorney James Wujcik discussed a contract with Thomson Reuters-West for online legal research services. Thomson Reuter-West (Westlaw) has a proposed extension of services to the current agreement that County departments could benefit from at no additional cost in the current year and a decrease in the annual increase if the contract is renewed for an additional ten years. Requested to execute a contract with Thomson Reuters - West (Westlaw) for on-line legal research services for a monthly fee of \$3,194.00 for the first 12 month period beginning June 1, 2022 and a 2% annual increase to 2032. This was approved for placement on the next Legislature agenda upon motion of Legislator Stein seconded by Legislator Torrey, carried unanimously

County Attorney James Wujcik asked for approval on a Builder's Risk Insurance for the construction of the Jail. Lawley Insurance and the County Attorney did review the quotes and recommended coverage with Hanover Insurance Co. A request to Legislature Chair to sign all documents related to the Builders Risk Insurance policy coverage with Hannover Insurance Company, for the term May 1, 2022 – May 1, 2024 at a cost not to exceed \$ 73,031. This was approved for placement on the next Legislature agenda upon motion of Legislator Stein seconded by Legislator Maha, carried unanimously

County Manager Matt Landers discussed a contract award for the Jail Construction mentioning the RFP 2022-104 for Special Inspections and Testing Services related to Jail Construction Project. The Pike Company reviewed the proposals and recommended to award the contract for Special Inspections and Testing Services to CME Associates, Inc. This would allow all documents related to the contract to CME Associates, Inc. for Special Inspection and Testing Services, unit price contract not to exceed \$195,000. This was approved for placement on the next Legislature agenda upon motion of Legislator Torrey seconded by Legislator Maha, carried unanimously

County Manager reviewed an out-of-state travel requests. International HazMat Conference for Patnode, Lang, Dodson, Heale, Holley which are grant funded - \$7,015. This was approved for placement on the next Legislature agenda upon motion of Legislator Maha seconded by Legislator Stein, carried unanimously

A seconded out-of-state travel requests for Tyler Connect Conference for Justin Allen with the Sheriff's Office. \$3,135.20. This was approved for placement on the next Legislature agenda upon motion of Legislator Maha seconded by Legislator Stein, carried unanimously

Referral from Health Service Committee motioned by Legislator Maha:

1. Permission To Apply And Accept Grant Funds/Budget Amendment-Office For The Aging/For Rochester Area Community Foundation Muriel H. Marshall Funds, seconded by Legislator Stein, carried unanimously.
2. Award Of Contract-Office For The Aging/ The Arc Glow/Meal Preparation Services, seconded by Legislator Maha, carried unanimously.

Next meeting of the Ways and Means Committee is Wednesday, May 18, 2022 at 4:30 PM. held at the Old Courthouse, 7 Main Street, Batavia, New York in the Legislative Conference Room.

The meeting adjourned at 5:00 pm upon motion of Legislator Torrey seconded by Legislator Stein, carried unanimously.

*Marianne Clattenburg 5-18-22 (approved)*

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Marianne Clattenburg, Chair  
Ways & Means Committee  
Submitted 5/16/2022 lkc