

Participating: Committee Members Clattenburg, Stein, Young, Deleo, Also Participating: Legislators Dibble, Maha, Torrey, Yunker, Legislature Clerk Pamela LaGrou, County Manager Jay Gsell, Assistant County Manager Matt Landers, Job Development Director Teresa Van Son, Elections Commissioners Siebert & Longhany, IT Director Steve Zimmer, Treasurer Scott German, Attorney Kevin Earl, Purchasing Director Eve Hens, County Clerk Mike Cianfrini

Because of the Novel Coronavirus (COVID-19) Pandemic and the State and Federal bans on large meetings or gatherings and pursuant to Governor Cuomo's Executive Order suspending the Open Meeting Law, the Genesee County Ways & Means Committee meeting was held electronically using ZOOM video conference instead of a public meeting open for the public to attend in person. The meeting was also Live Streamed on YouTube.

The Ways & Means Committee meeting was called to order by Chair Clattenburg at 4:30 pm.

Chair Clattenburg temporarily appointed Legislator Deleo to serve in the absence of Legislator Hilchey who resigned on May 14, 2020.

Minutes of the May 6, 2020 Ways & Means Committee meeting were approved upon motion of Legislator Stein seconded by Legislator Deleo, carried unanimously.

Job Development Director Teresa Van Son reviewed highlights of her department review. There has been some staff turnover resulting from retirements. Counselors have been cross trained to ensure clients are served in a timely manner. In 2019 there were 682 new customers with a total of 8,033 customers served. They provided 245 workshops and 85 employer recruitment campaigns. They will be negotiating a new lease this year with the current lease ending January 31, 2021. The lease is held by the County and we pay \$9.00 per sq ft.

Ms. Van Son presented a resolution authorizing the Chair to sign the contract with Livingston County on behalf of the GLOW Workforce Development Board for the Job Development Bureau to provide WIOA services. The funding grant is a one-year agreement that may be extended based on performance for (2) two additional one-year periods with a budget of \$243,800.00. This was approved for placement on the next Legislature agenda upon motion of Legislator Young seconded by Legislator Stein, carried unanimously.

Elections Commissioners Siebert and Longhany requested approval of a contract renewal with Phoenix Graphics for printing supplies for July 1, 2020 through June 30, 2021 in the amount of \$14,205. This was approved for placement on the next Legislature agenda upon motion of Legislator Stein seconded by Legislator Young, carried unanimously.

Commissioners Siebert and Longhany requested approval of a contract renewal with Clark Moving and Storage, Inc. for moving services. Cost is \$138 per polling site for Primary and General Elections for the period of June 1, 2020 through May 31, 2021. The fee covers delivery and pick up. This was approved for placement on the next Legislature agenda upon motion of Legislator Young seconded by Legislator Deleo, carried unanimously.

Discussion followed pertaining to a lack of poll workers and a need for additional poll workers to assist with ensuring voters and workers remain safe. Cost of poll workers is charged back to the towns. Absentee ballot applications are being received and processed and early voting will be available. Poll workers must be 18 years old and should call the Elections office. 2-hour training is required and Primary day voting is 6am-9pm. Workers receive \$35 for training and \$215 for the 15 hour workday. Ways & Means Committee members were supportive of pursuing additional workers to ensure voters and elections staff remain safe.

Information Technology Director Steve Zimmer presented a contract agreement with New World Systems for software upgrades and support services for the Finance and Human Resource applications. The support contract is for a 5-year period but may be cancelled in the event the County Legislature does not appropriate funds to complete payments for subsequent years. The agreement period is June 1, 2020 through May 31, 2021 at a cost of \$47,786.55. This was approved for placement on the next Legislature agenda upon motion of Legislator Stein seconded by Legislator Deleo, carried unanimously.

Treasurer Scott German explained the Stafford Supervisor contacted him and requested the County collect taxes again this year. Mr. German proposes to increase the fee to \$5,000 which equates to approximately \$3.50 per parcel. Wyoming County provides collection services of a town and that is the amount they charge. Mr. German will bring an authorizing resolution to committee after contacting Stafford with the proposed increase.

County Attorney Kevin Earl presented a resolution authorizing the additional 1% sales tax collected by the County. The State Budget included the necessary State authorization allowing the County to proceed with adopting a resolution to extend the additional 1% sales tax collection through November 30, 2023. This was approved for placement on the next Legislature agenda upon motion of Legislator Young seconded by Legislator Deleo, carried unanimously.

Mr. Earl presented a resolution to set a public hearing on Local Law Introductory No. 1 Year 2020 which relates to the imposition of a mortgage recording tax. The public hearing will be set for June 10, 2020 at 5:30 PM at the Old Courthouse. This was approved for placement on the next Legislature agenda upon motion of Legislator Deleo seconded by Legislator Young, carried unanimously.

Mr. Earl presented Local Law Introductory #1 year 2020 in regards to the imposition of a mortgage recording tax. The State Budget included the necessary State authorization allowing the County to proceed with adopting a local law authorizing the collection of mortgage tax through July 31, 2023. This local law will appear on the Legislature agenda following the Public Hearing on June 10, 2020. This was approved for placement on the next Legislature agenda upon motion of Legislator Deleo seconded by Legislator Stein, carried unanimously.

Mr. Earl presented a request for a budget transfer in the amount of \$2,838 due to unexpected legal expenses due to violations of Health Department quarantine orders related to the COVID-19 pandemic. These expenses are directly related to the COVID-19 pandemic and are expected to be fully reimbursed by FEMA funding. This was approved for placement on the next

Legislature agenda upon motion of Legislator Deleo seconded by Legislator Stein, carried unanimously.

Purchasing Director Eve Hens requested approval of an agreement renewal with Cintas Corporation for the provision of work clothing for the third and final additional one-year period. Central Services and the Highway budget for this contract in their operating budget based on the current number of employees. The contract allows for additions and deletions based on current employee status. This was approved for placement on the next Legislature agenda upon motion of Legislator Stein seconded by Legislator Deleo, carried unanimously.

County Clerk Mike Cianfrini updated Committee members on work in the DMV and Recording Office of the County Clerk. DMV employees are working in the office on a rotating basis. They remain busy with dealer work and drop box transactions. His goal is to get caught up on dealer work before the department re-opens. He explained there are transactions they can complete such as vehicle transfers, plate surrenders and renewals. Plates are being issued to Genesee County residents. Comparing revenue: 2019 = \$353,000, 2020 = \$300,000-they have experienced a decline in revenues but not as much as he anticipated. Mr. Cianfrini is planning for a June 8, 2020 opening in terms of having a plan in place however he is unsure when they will be able to re-open.

The following referral was from Public Service upon motion of Temporary Public Service member Young:

1. 2020 Salary Schedule Amendment-Justice For Children Advocacy Center seconded by Legislator Deleo, carried unanimously.
2. Contract-Highway/Shared Services seconded by Legislator Stein, carried unanimously.
3. Amend Capital Projects/Budget Amendment-Highway seconded by Legislator Deleo, carried unanimously.
4. Reappointment-Genesee County Planning Board seconded by Legislator Stein, carried unanimously.
5. Reappointments-Ag & Farmland Protection Board seconded by Legislator Stein, carried unanimously.
6. Grant Acceptance/2020 Budget Item Transfer-Airport (AIP 44-20) seconded by Legislator Deleo, carried unanimously.

Legislature Clerk Pamela LaGrou presented a resolution for the first Mortgage tax distribution to towns, villages and city. Total amount is \$388,967.72. This was approved for placement on the next Legislature agenda upon motion of Legislator Young, seconded by Legislator Deleo, carried unanimously.

The next meeting of the Ways & Means Committee is Wednesday, June 3, 2020.

Assistant County Manager Matt Landers reported that departments have identified approximately \$800,000 in expected savings in 2020. Most of the savings/non-expenditures are coming from no more travel, mileage and trainings this year. The jail is expecting \$370,00 in savings due to the reduction in medical costs, meals and boarding out of prisoners.

The meeting adjourned at 6:13 pm upon motion of Legislator Stein seconded by Legislator Deleo, carried unanimously.

Marianne Clattenburg approved on 6/3/20

Marianne Clattenburg, Chair
Ways & Means Committee
Submitted 5/25/2020 phl