

Present: Committee Legislators Clattenburg, Maha, Torrey and Stein. Legislators Dibble and Klotzbach attended. County Manager Matt Landers, Deputy County Manager Tammi Ferringer, County Attorney Mark Boylan, Compliance Officer Pam LaGrou, Clerk of the Legislature Lisa Casey, Central Services and Purchasing Director Chet Kaleta, Purchasing Agent Jessica O'Neil, Job Development Bureau Director Teresa VanSon, Highway Superintendent Tim Hens, County Treasurer Scott German and Deputy County Treasurer & Director of Real Property Tax Services Kevin Andrews. Matthew Mantalbo with Drescher and Malecki LLP, Brian Quinn with the Batavia Daily News and Kara Richenburg with the Batavian.

The meeting was opened on June 19, 2024 at 4:30 p.m. Meeting location was at 7 Main Street in Batavia, New York at the Old Courthouse in the Legislative Conference room.

Committee Chair Clattenburg announced a quorum was established.

Committee Chair Clattenburg amended the agenda to add a resolution Award of Bid-Facilities Management/Engine House Renovation under Highway Superintendent Tim Hens. Also added a Travel Out-of-State for Tyler Lang-GC Emergency Management Services: Attending National Fire Academy and Fire Investigation Essentials Course under the County Manager Matt Landers and three resolutions: 1. Department Name Change-Emergency Management Services to Office of Emergency Management. 2. Setting of Public Hearing - A Local Law Introductory A of the Year 2024 –Creating Department Of Public Works and the Position of County Commissioner of Public Works, And Dissolving the Genesee County Highway Department. 3. A Local Law Introductory A of The Year 2024 – Creating Department Of Public Works And Creating The Position of County Commissioner of Public Works, And Dissolving The Genesee County Highway Department under the County Manager. Amended to a resolution to Referral from Public Service Committee: Amended Agreement-Sheriff-Justice for Children Advocacy Center/Medical Director John F. Coyne, MD and removed Award of Bid-Facilities Management/Engine House Renovations from Referral from Public Service Committee. Lastly, added Appointment – Genesee County Administrative Water Review Board – Ficarella. Legislator Maha moved to approve the amended agenda seconded by Legislator Stein.

Minutes of the June 19, 2024 Ways and Means Committee meeting were approved by the Committee Chair.

Matthew Mantalbo with Drescher and Malecki LLP presented an annual Independent Audit review that discussed their responsibility in relation to the financial statement audit, significant accounting estimates and related disclosures, found no significant unusual transactions and provided a brief overview on the information provided by the County.

Deputy County Treasurer & Director of Real Property Tax Services Kevin Andrews stated Resolution No. 373 of 2020 authorized a two-year contract with M&T Bank to provide a Purchasing Card Program with three 1-year optional renewals. Mr. Andrews recommended for the Legislature to sign a one-year contract renewal with M&T Bank with the same terms and conditions as the original contract with the renewal expiring on September 7, 2025. This was approved for placement on the next Legislature Agenda upon motion of Legislator Maha seconded

by Legislator Torrey, carried unanimously.

Deputy County Treasurer & Director of Real Property Tax Services Kevin Andrews reported the Oakfield-Alabama Central School District contacted the Genesee County Treasurer to request that the Treasurer's Office continue to handle the collection of school property taxes for the 2024-25 school tax year at a fee of \$3.85 per tax bill. This was approved for placement on the next Legislature Agenda upon motion of Legislator Stein seconded by Legislator Torrey, carried unanimously.

Highway Superintendent Tim Hens stated Genesee County issued Bid No. 2024-04, for work packages related to the Engine House Renovation Project. Mr. Hens recommended for the Legislature approve and award bids and execute any and all documents related to the award to: Work Package No. 1 General Construction – LeChase Construction Services, LLC, at a stipulated sum of \$1,555,000 inclusive of Alternate #1. Work Package No. 2 Plumbing – Michael A. Ferrauilo Plumbing & Heating, at a stipulated sum of \$179,000. Work Package No. 3 HVAC – Pipitone Enterprises LLC, at a stipulated sum of \$281,340. Work Package No. 4 Electrical – Hewitt Young Electric, LLC at a stipulated sum of \$467,000. This was approved for placement on the next Legislature Agenda upon motion of Legislator Maha seconded by Legislator Stein, carried unanimously.

Central Services & Purchasing Director Chet Kaleta and Purchasing Agent Jessica O'Neil reported the leased vehicle used by Central Services Courier was replaced in early 2024 and this has increased the monthly lease amount and adequate funds were not budgeted for the vehicle lease increase. Mr. Kaleta requested authorization to make a budget transfer within the Central Services 2024 appropriations, \$5,656. This was approved for placement on the next Legislature Agenda upon motion of Legislator Torrey seconded by Legislator Stein, carried unanimously.

Job Development Bureau Director Teresa VanSon requested that transfers be made within accounts to allow for proper funding to cover Workers Compensation. Ms. VanSon requested authorization to make the following budget item transfer: \$995.00 from Self-Insurance, \$600.00 from Self-Insurance and \$1,595.00 to Workers Compensation. This was approved for placement on the next Legislature Agenda upon motion of Legislator Maha seconded by Legislator Stein, carried unanimously.

Job Development Bureau Director Teresa VanSon reported they have been approved by the GLOW Workforce Development Board as the Contractor to provide WIOA Adult, Dislocated Worker, and Youth Services for Genesee County. The grant is a one-year agreement from July 1, 2024, and continues until June 30, 2025 with a budget of \$338,479.00. This was approved for placement on the next Legislature Agenda upon motion of Legislator Stein seconded by Legislator Torrey, carried unanimously.

Compliance Officer Pam LaGrou presented an annual review discussing Corporate Compliance accomplishments such as Conducted various audits including claims reviews, compliance program review, licensing, insurance. Breach review, investigations and reporting. In the past 12 months,

eight new policies were adopted and eighteen were reviewed, COOP planning, Title VI Plan, grant reviews, ARPA, research, projects and current activities, ADA and GRAC and lastly discussed a review of the adopted Fair Housing Plan & prepared Fair Housing Month Proclamation.

Compliance Officer Pam LaGrou presented a 2nd quarter Compliance Report to Corporate Compliance Committee & Legislature that provided updates on HIPAA, privacy, exclusion screening, hotline report and provided a brief discussion on the work plan as far as training and education and written policy and procedures.

County Manager Matt Landers stated policy GC-056 Use of County Facilities establishes a policy and standards for use of County facilities by outside groups. Mr. Landers recommended for the Legislature to approve and adopt GC-056 Use of County Facilities policy. This was approved for placement on the next Legislature Agenda upon motion of Legislator Maha seconded by Legislator Stein, carried unanimously.

County Manager Matt Landers presented a travel out-of-state request for Adam Doktor with Information Technology Department to attend 2024 MS-ISAC Conference in Orlando, FL for a total cost of \$882.30 to the County. 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 presented a travel out-of-state request for Tyler Lang with Emergency Management Services to attend the National Fire Academy, Fire Investigation Essentials Course for a total of \$1,313 to the County. This was approved for placement on the next Legislature Agenda upon motion of Legislator Maha seconded by Legislator Torrey, carried unanimously.

County Manager Matt Landers stated resolution 221 of the year 1984 consolidated the functions of the Fire Mutual Aid Department and the Civil Defense and Disaster Preparedness and established the Office of Emergency Management Services and over time the agency was misconstrued as being limited to the oversight and coordination of Emergency Medical Services (EMS). The agency provides coordination of a wide variety of emergency response services to enhance the capabilities of area first responders, including but not limited to: fire, medical, mutual aid, mobilization of resources, planning, mitigation, response, recovery, hazardous materials response, confined space rescue, high angle rescue, search and rescue and fire investigation. Mr. Landers recommended for the Legislature to authorize the name change from Genesee County Emergency Management Services (EMS) to Genesee County Office of Emergency Management (OEM). This was approved for placement on the next Legislature Agenda upon motion of Legislator Torrey seconded by Legislator Maha, carried unanimously.

County Manager Matt Landers presented and introduced to this Legislature on June 17, 2024, a proposed local law entitled **LOCAL LAW INTRODUCTORY A OF THE YEAR 2024 “A LOCAL LAW CREATING DEPARTMENT OF PUBLIC WORKS AND THE POSITION OF COUNTY COMMISSIONER OF PUBLIC WORKS, AND DISSOLVING THE GENESEE COUNTY HIGHWAY DEPARTMENT”**. Mr. Landers recommended for the

Legislature to approve of a public hearing shall be held on the said proposed local law by this Legislature on the 24th day of July, 2024 at 5:30 p.m. at the Legislative Chambers, 7 Main Street, Batavia, New York at which time all interested person who wish to speak will be heard. This was approved for placement on the next Legislature Agenda upon motion of Legislator Maha seconded by Legislator Stein, carried unanimously.

County Manager Matt Landers stated Local Law 1 of the Year 1962 established a Highway Department for maintenance of county roads and bridges and the control of snow and ice. Since 1962, the Highway Department has evolved to provide additional services such as, maintenance of facilities, parks and forest, airport maintenance, engineering, signage, fleet maintenance and development of water infrastructure. It is the intent of the County of Genesee to consolidate the various Public Works functions and duties of the County of Genesee heretofore performed by the Highway Department under a single County Department and administration to more efficiently and economically serve the needs of the residents of Genesee County. Mr. Landers recommended for the Legislature to approve and adopt “**A LOCAL LAW INTRODUCTORY A OF THE YEAR 2024 “- CREATING DEPARTMENT OF PUBLIC WORKS AND CREATING THE POSITION OF COUNTY COMMISSIONER OF PUBLIC WORKS, AND DISSOLVING THE GENESEE COUNTY HIGHWAY DEPARTMENT”** Legislator Maha stated he was concerned with the word dissolving in the title and suggested enhancing the title to read differently. After further discussion, Legislator Stein motioned to amend the resolution to change the title of the Local Law to read as follows: **A LOCAL LAW INTRODUCTORY A OF THE YEAR 2024 – CREATING DEPARTMENT OF PUBLIC WORKS AND THE POSITION OF COUNTY COMMISSIONER OF PUBLIC WORKS, AND INCORPORATING THE GENESEE COUNTY HIGHWAY DEPARTMENT INTO THE DEPARTMENT OF PUBLIC WORKS** and with that change, to change the title on the previous resolution (Setting of the public hearing) to read the same, this was seconded by Legislator Maha, carried. Chair Clattenburg asked for a motion to approve the resolution. This was approved for placement on the next Legislature Agenda upon motion of Legislator Maha seconded by Legislator Stein, carried unanimously.

Referral from Public Service Committee:

1. Grant Acceptance/Budget Amendment - Sheriff’s Office/DCJS LETECH (Law Enforcement Technology) Program Grant Funds seconded by Legislator Torrey, carried unanimously.
2. Budget Amendment/Opioid Abatement Settlement Funds/Equipment Purchase /Sheriff’s Office seconded by Legislator Stein, carried unanimously.
3. 2024-2025 Grant Acceptance–Genesee Justice/NYS Division of Criminal Justice Services ATI Grant seconded by Legislator Torrey, carried unanimously.
4. Authorization To Sign The YWCA Of Genesee County, Inc. Memorandum of Understanding for Elder Abuse Grant seconded by Legislator Stein, carried unanimously.
5. Amended Agreement-Sheriff-Justice for Children Advocacy Center/Medical Director John F. Coyne, MD seconded by Legislator Torrey, carried unanimously.
6. 2024 Management Salary Schedule Amendment–Public Defender/Part Time Assistant Public Defender seconded by Legislator Stein, carried unanimously.
7. Contract-Public Defender/NYS Office of Indigent Legal Services seconded by Legislator Torrey, carried unanimously.
8. Establish Capital Project/2024 Budget Amendment–Airport/AIP 51-24 Taxiway Lighting & Signage (Design) seconded by Legislator Stein, carried unanimously.

9. Amend Leases and Rental Rates–County Airport seconded by Legislator Torrey, carried unanimously.
10. Service Agreement–Facility Maintenance/Chiller Preventative Maintenance seconded by Legislator Stein, carried unanimously.
11. Amend Capital Project/Budget Amendment Facilities Management/Engine House Renovation seconded by Legislator Torrey, carried unanimously.
12. Change Order–Facilities/Genesee County Building 1 Roof and Parapet Repair seconded by Legislator Stein, carried unanimously.
13. Change Order/Project Transfer – County Park/Interpretive Center Moisture Protection & Siding Capital Project seconded by Legislator Torrey, carried unanimously.
14. Change Order/Capital Project Amendment/2024 Budget Amendment – Facility Maintenance/Energy Performance Contract (PH2) seconded by Legislator Stein, carried unanimously.

Chair Report:

Committee Chair Clattenburg brought forward a resolution for appointment to Genesee County Administrative Water Review Board. The creation of Genesee County Administrative Water Review Board was adopted by resolution number 222-202 on May 22, 2024 to take formal steps to plan for future water improvements and to designate board members. James Ficarella of the Town of Batavia submitted an application to express interest for appointment to the Genesee County Administrative Water Review Board. Committee Chair Clattenburg recommended to appoint James Ficarella of the Town of Batavia to serve on the Genesee County Administrative Water Review Board. This was approved for placement on the next Legislature Agenda upon motion of Legislator Torrey seconded by Legislator Maha, carried unanimously.

Ways and Means Committee Meeting stand adjourned by Committee Chair Clattenburg at 5:49 PM.

CERTIFICATION OF THE CLERK
STATE OF NEW YORK, County of Genesee, ss:

I, Lisa K. Casey hereby certify that the foregoing is a true report of the Ways and Means Committee of the Genesee County Legislature on Wednesday, June 19, 2024, at 4:30 P.M., typographical errors excepted.

Lisa K. Casey