

Present: Committee Legislators Clattenburg, Stein, and Torrey, Legislator Maha is absent. Also Legislators Deleo, Klotzbach, Yunker, and Hawley. County Manager Matt Landers, County Attorney James Wujcik, Clerk of the Legislator Lisa Casey, Assistant County Manager Tammi Ferringer, Information Technology Director Michael Burns, Deputy County Treasurer & Real property Tax Director Kevin Andrews, Human Resources Director Anita Cleveland, Emergency Management Services Coordinator Tim Yaeger, and Deputy Director of Real Property Stephenie Davis-Reiss. Also present: Chamber of Commerce representatives Brian Cousins and Kelly Rapone, Genesee County Economic Development Center Steven Hyde President & CEO, Mark Masse Senior Vice President of Operations, Lezlie Farrell Chief Financial Officer and Jim Krencik Senior Director of Marketing & Communications, Brian Quinn from the Daily News and Joanne Beck from the Batavian.

The meeting was opened on September 20, 2023 at 4:30 p.m. Meeting location was at 7 Main Street, Old Court House in Batavia, New York. In the Legislative Conference Room.

Legislator John Deleo was temporarily appointed to the committee in Legislator Maha absence.

Minutes of the September 6, 2023 Ways and Means Committee meeting were approved upon motion of Legislator Stein seconded by Legislator Torrey, carried unanimously.

Representatives from the Genesee County Economic Development Center gave a presentation on the Genesee County 2022 Tax Base analysis. They mentioned that as of 2022 GCEDC had 527 project wins, \$2.01 billion in investments and 5,193 pledged jobs. They also went over the four GCEDC/GGLDC Business parks with over 87% of buildable acres in use and six GCEDC/GGLDC Business parks with over 67% of buildable acres in use such as Buffalo East Teck Park, LeRoy Food & Tech Park, Apple Tree Acres and Genesee Valley Agri-Business Park for examples. They discussed the 75 active projects, went over the GCEDC current PILOT portfolio and over 110 projects that have been completed. In the PILOT portfolio, they have \$937 million invested for Capital Projects. As of 2004, 460,340 square feet of new and renovated projects done. They concluded the presentation with a future view of GCEDC Core PILOT projects that are projected to generate \$15.32 million in total annual tax revenue at completion.

Information Technology Director Michael Burns requested a classification review of the IT Operations Analyst I position. A reclassification review was conducted by Human Resources, resulting in a recommendation that an existing IT Operations Analyst I position be reclassified to IT Network Administrator. Mr. Burns requested authorization to amend the 2023 Genesee County Management Salary Schedule to create one position of IT Network Administrator, Grade 113; and by deleting one existing IT Operations Analyst I position, Management Grade 110, effective September 28, 2023. This was approved for placement on the next Legislature Agenda upon motion of Legislator Stein seconded by Legislator Torrey, carried unanimously.

Information Technology Director Michael Burns requested a domain name change for the County to a .gov domain. A naming review of the selected name of GeneseeNY.gov was completed by the IT Department and Manager's Office. Michael recommended for Legislature to sign the authorization letter for Genesee County to register the GeneseeNY.gov domain with Verisign, Inc., 12061 Bluemont Way, Reston, Virginia 20190. This was approved for placement on the next

Legislature Agenda upon motion of Legislator Deleo seconded by Legislator Torrey, carried unanimously.

Deputy County Treasurer & Real property Tax Director Kevin Andrews requested that the following equipment be declared surplus property and recommended Legislature to declare the following item as surplus property to be disposed of through auction and/or using a certified recycler; HP DesignJet T2300 eMFP – IT asset #5491. This was approved for placement on the next Legislature Agenda upon motion of Legislator Torrey seconded by Legislator Stein, carried unanimously.

Deputy County Treasurer & Real property Tax Director Kevin Andrews submitted a list of chargebacks to the several Towns and City of Batavia for assessment rolls, tax rolls, tax bills, supplies, and assessment update services that were provided in the previous fiscal year. Kevin Andrews requested authorization for the following amounts to be billed to the several Towns and City of Batavia:

2023 Chargebacks Applied to 2024 Town / City Budgets				
TOWN	PARCELS	ASSESSMENT ROLLS/BILLS	NYSORPTS LICENSE FEE	TOTAL
Alabama	1,142	\$3,426.00	\$1,000.00	\$4,426.00
Alexander	1,472	\$4,416.00	\$1,000.00	\$5,416.00
Batavia(T)	3,124	\$9,372.00	\$631.00	\$10,003.00
Bergen	1,681	\$5,043.00	\$1,000.00	\$6,043.00
Bethany	1,017	\$3,051.00	\$425.52	\$3,476.52
Byron	1,366	\$4,098.00	\$1,000.00	\$5,098.00
Darien	1,851	\$5,553.00	\$774.48	\$6,327.48
Elba	1,514	\$4,542.00	\$1,000.00	\$5,542.00
LeRoy	3,486	\$10,458.00	\$1,300.00	\$11,758.00
Oakfield	1,529	\$4,587.00	\$1,000.00	\$5,587.00
Pavilion	1,517	\$4,551.00	\$1,000.00	\$5,551.00
Pembroke	2,493	\$7,479.00	\$1,200.00	\$8,679.00
Stafford	1,566	\$4,698.00	\$1,000.00	\$5,698.00
Batavia(C)	5,540	\$16,620.00	\$1,119.00	\$17,739.00
TOTALS	29,298	\$87,894.00	\$13,450.00	\$101,344.00

Kevin Andrews also requested that the amounts to be paid to the County Treasurer be credited to Revenue Sales/Supplies to Other Governments, in the current budget year. This was approved for placement on the next Legislature Agenda upon motion of Legislator Stein seconded by Legislator Deleo, carried unanimously.

Human Resources Director Anita Cleveland presented an amendment to the Genesee County Sexual Harassment policy to reflect the revised New York State Sexual Harassment Prevention model policy and recommended Legislature approve the amendment to the Genesee County Sexual Harassment policy, effective September 14, 2023. This was approved for placement on the next Legislature Agenda upon motion of Legislator Deleo seconded by Legislator Torrey, carried unanimously.

Human Resources Director Anita Cleveland requested a budget amendment to cover a shortfall of funds in the Countywide/Training line due to recent supervisory new hires as well as ongoing

training and development related to succession planning. Additional funds are necessary for the remainder of 2023 to cover the investment of our Supervisory employees and the County Manager recommends using funds budgeted in the Contingency account to cover the expenses. Ms Cleveland requested authorization to make the following 2023 budget transfers: \$2,337.00 from Contingency, Program Expense and \$2,337.00 to Countywide/Training. This was approved for placement on the next Legislature Agenda upon motion of Legislator Stein seconded by Legislator Deleo, carried unanimously.

Human Resources Director Anita Cleveland recommended that Legislature approve a contract with Public Sector HR Consultants LLC, 14 Knollwood Drive Glenville, NY 13402, to develop an Employee Handbook for Genesee County for the price of \$7000.00 plus mileage and tolls for a one-time in-person meeting not to exceed \$500 for a total of \$7,500. Ms. Cleveland requested authorization to make the following 2023 budget transfers: \$7,500.00 from Contingency, Program Expense and \$7,500.00 to Collective Bargaining/Publications. This was approved for placement on the next Legislature Agenda upon motion of Legislator Torrey seconded by Legislator Stein, carried unanimously.

County Attorney James Wujcik announced setting of a public hearing on a **“LOCAL LAW INTRODUCTORY D OF THE YEAR 2023, AN AMENDEMENT TO LOCAL LAW NO. THREE OF THE YEAR 2021 OF THE COUNTY OF GENESEE WITH REGARD TO 12 AND 13 YEAR OLD HUNTERS TO HUNT DEER WITH A FIREARM OR CROSSBOW DURING HUNTING SEASON WITH THE SUPERVISION OF A LICENSED ADULT”** which will be held at 5:30 p.m. on the 11th day of October 2023 in the Legislative Chambers in the Old Courthouse, 7 Main Street, Batavia, New York, at which time all interested persons who wish to speak will be heard. 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 introduced to the Genesee County Legislature a proposed amended Local Law entitled: **“LOCAL LAW INTRODUCTORY D OF THE YEAR 2023, AN AMENDEMENT TO LOCAL LAW NO. THREE OF THE YEAR 2021 OF THE COUNTY OF GENESEE, WITH REGARD TO 12 AND 13 YEAR OLD LICENSED HUNTERS TO HUNT DEER WITH A FIREARM OR CROSSBOW DURING HUNTING SEASON WITH THE SUPERVISION OF A LICENSED ADULT”**. This temporary NYS program expires on December 31, 2023 and the State has extended ECL 11-0935 through December 31, 2025. Attorney Wujcik recommended Legislature to approve. The Local Law shall take effect upon proper filing with the Office of the Secretary of State, and shall expire and be deemed repealed on December 31, 2025. This was approved for placement on the next Legislature Agenda upon motion of Legislator Deleo seconded by Legislator Torrey, carried unanimously.

County Manager Matt Landers recommended to Legislature to designate the Genesee County Chamber of Commerce as the Official Tourism Agency for the County of Genesee for the fiscal year January 1, 2024 through December 31, 2024. This was approved for placement on the next Legislature Agenda upon motion of Legislator Stein seconded by Legislator Deleo, carried unanimously.

County Manager Matt Landers reported Genesee County Legislature is desirous to ensure the

delivery of prompt and efficient emergency advanced life support/paramedic services and Basic Life Support/Advanced Life Support ambulance service at a reasonable cost to the community. Matt Landers recommended Legislature enter into a contract with LeRoy Ambulance Services, Inc. of 1 Tountas Avenue, LeRoy, New York 14482 to provide ambulance and emergency advanced life support/paramedic service needs at an annual cost of \$77,220, a payment not to exceed \$5,000 for financial documents from a Certified Public Accountant of a Reviewed Financial Statement and a payment not to exceed \$187,705 for equipment and equipment maintenance for a term commencing October 1, 2023 and ending December 31, 2026. Matt Landers requested authorization to make the following budget amendment; increase Ambulance Services, LeRoy Ambulance in the amount of \$ 212,005 offset by an increase in Sales & Use Tax – County in a like amount. This was approved for placement on the next Legislature Agenda upon motion of Legislator Stein seconded by Legislator Torrey, carried unanimously.

County Manager Matt Landers recommended an organizational realignment plan for the Genesee County Youth Bureau and as part of the organizational realignment plan; the Genesee County Youth Bureau will be under the supervision of the Department of Social Services. Matt Landers requested authorization to amend the 2023 Management Salary Schedule by deleting the Executive Director – Youth Bureau (Grade 113) effective September 30, 2023 and to amend the 2023 Employee Salary Schedule by creating one full-time Youth Program Coordinator (CSEA -Grade 15) effective October 1, 2023. This was approved for placement on the next Legislature Agenda upon motion of Legislator Stein seconded by Legislator Deleo, carried unanimously.

Referral from Public Service Committee:

1. 2023 Salary Schedule/Budget Amendment – Emergency Management Services/ Temporary Financial Management Assistant Position Legislator Torrey motioned to amend the resolution to add Salary Schedule to the title seconded by Legislator Stein. Legislator Deleo motioned to approved the amended resolution seconded by Legislator Stein
2. By-Laws Revision, Appointment & Reappointment – Traffic Safety Board seconded by Legislator Torrey, carried unanimously.
3. Agreement–Sheriff-Jail/Time Warner Cable Northeast, LLC D/B/A Spectrum seconded by Legislator Stein, carried unanimously.
4. 2023 Management Salary Schedule Amendment- Highway/Conservation Education Program Coordinator seconded by Legislator Torrey, carried unanimously.
5. 2023 Budget Amendment – Genesee County Parks - Interpretive Center/Youth Bureau Grant Award seconded by Legislator Stein, carried unanimously.
6. Award of Bid – Facility Maintenance/ Sprinkler Inspections seconded by Legislator Torrey, carried unanimously.
7. 2023 Budget Amendment–Facilities Management/ Boiler Replacement seconded by Legislator Stein, carried unanimously.
8. Change Order – Facility Management/ Genesee Justice Stonework seconded by Legislator Torrey, carried unanimously.
9. Change Order-Genesee County Jail seconded by Legislator Stein, carried unanimously.

Legislature Clerk Lisa Casey announced the next Ways and Means Committee Meeting is Wednesday, October 4, 2023 at 4:30 p.m. in the Legislative Conference Room at the Old Court House.

Under the Chair report Legislator Clattenburg reminded that the Legislative meeting on September 27 will begin at 4:30 PM.

A motion to adjourn Ways and Means meeting at 5:13 PM by Legislator Stein seconded by Legislator Deleo, carried.

Marianne Clattenburg 9-20-23
Ways & Means Committee

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