

Present: Legislators Clattenburg, Stein, Young, Hilchey, Also Present: Legislators Maha, Deleo, Dibble, Yunker, Legislature Clerk Pamela LaGrou, County Manager Jay Gsell, Asst. County Manager Matt Landers, County Attorney Kevin Earl, Treasurer Scott German, Purchasing Director Eve Hens, Health Director Paul Pettit, Health Dept. Lead Coordinator Darin Brode, DSS Commissioner Dave Rumsey, Mental Health Director Lynda Battaglia, HR Director Anita Cleveland, Job Development Director Teresa Van Son, IT Director Steve Zimmer, Brian Quinn-The Daily News, Howard Owens-The Batavian

The Ways & Means Committee meeting was called to order by Chair Clattenburg at 4:30 pm in the Legislature Conference Room at the Old Courthouse.

Legislator Stein made a motion to amend the agenda to add: an out-of-state travel request for Highway superintendent Tim Hens seconded by Legislator Stein, carried unanimously.

Minutes of the December 4, 2019 Ways & Means Committee meeting were approved upon motion of Legislator Stein seconded by Legislator Young, carried unanimously.

Treasurer Scott German requested authorization to make required tax corrections and refunds containing the name of each recipient, the location of the property, the reason for the correction or refund, and the amount of the correction or refund. Mr. German explained that he makes this request each January and that the amounts vary from year to year. This was approved for placement on the next Legislature agenda upon motion of Legislator Hilchey seconded by Legislator Young, carried unanimously.

Mr. German explained that capital project *Countywide water system phase 2* was established using a loan from the Building & Equipment-Roads and Bridges Reserve in the amount of \$5Mil. County auditors recommended budgetary changes to reflect how Enterprise Funds operate for major expenditures. Mr. German requested an amendment to the 2019 budget that would reflect the necessary transfer and close the capital project. This was approved for placement on the next Legislature agenda upon motion of Legislator Stein seconded by Legislator Young, carried unanimously.

Job Development Director Teresa Van Son requested authorization for the Chair to sign an amended agreement with New York State which provides over \$8,000 more funding to Core Rehabilitative services. This was approved for placement on the next Legislature agenda upon motion of Legislator Stein seconded by Legislator Hilchey, carried unanimously.

Ms. Van Son explained that the Federal Workforce Innovation and Opportunity Act of 2014, requires each local Workforce Development Board to develop and submit a comprehensive local plan to the State. The plan has been updated with GLOW with your hands event and other expanded youth services. The resolution authorizes the legislature chair to sign the plan. This was approved for placement on the next Legislature agenda upon motion of Legislator Young seconded by Legislator Hilchey, carried unanimously.

DSS Commissioner Dave Rumsey & Mental Health Director Lynda Battaglia explained they put out an RFP for security services for 5130 E. Main. They are recommending acceptance of a

proposal from Securemedy, Inc. of Fort Washington, MD. The security services will be provided for each department at \$26.10 per man hour with the annual approximated cost of \$248,002. The DSS portion of the cost for security services for 2020 is \$105,784 for the 11-month contract-period of 2/1/2020 to 12/31/2020. Approximately \$26,446 is local share, with the remaining \$79,338 is reimbursed by federal/state aid. The current projected billing rate for 2020 is \$26.10 per man hour. The previous one-month extension with Allied Universal will have no impact to the DSS departmental 2020 budget. The MH department's portion of the cost or security services is \$97,500 for 11-month contract period. All \$97,500 is local share. The 2020 MH departmental budget will be drafted to account for this expenditure for the contract period. This was approved for placement on the next Legislature agenda upon motion of Legislator Young seconded by Legislator Hilchey, carried unanimously.

Health Director Paul Pettit requested approval of an agreement with Mercy EMS for a period of January 1, 2020 through December 31, 2025. He explained that the Genesee County Health Department requires assistance of the Mercy EMS, which supports the Genesee County Health Department mission to preserve Public Health, prevent the spread of disease, and promote wellness in the community. This was approved for placement on the next Legislature agenda upon motion of Legislator Stein seconded by Legislator Hilchey, carried unanimously.

Mr. Pettit next explained there is an inter-municipal agreement with Orleans County for shared administrative positions. He is requesting the agreement be amended to include the position of Director of Weights and Measures to allow both counties to share one full-time director. Mr. Pettit stated the work of both counties has been assessed and will continue to be evaluated. The number of units is less than was originally reported therefore one full-time director will be able to manage both counties. A net savings of \$20,111 in the 2020 budget is anticipated resulting from this agreement. This was approved for placement on the next Legislature agenda upon motion of Legislator Hilchey seconded by Legislator Stein, carried unanimously.

Mr. Pettit explained the department's 2020 budget included salary and fringes for a full time public health sanitarian however the position was not included in the salary schedule therefore he is requesting an amendment to the 2020 Salary Schedule to create one full-time public health sanitarian effective 2/1/2020. This was approved for placement on the next Legislature agenda upon motion of Legislator Hilchey seconded by Legislator Young, carried unanimously.

Mr. Pettit requested approval of the creation of one full-time CSEA position of Case Manager effective 2/1/2020. The salary and fringe benefits are included in the 2020 budget. This position will sunset in 2023 when the Lead Prevention grant from Housing and Urban Development ends. This was approved for placement on the next Legislature agenda upon motion of Legislator Stein seconded by Legislator Young, carried unanimously.

Mr. Pettit explained the County has been awarded a Housing and Urban Development grant in the amount of \$1,300,000 to assist with minimizing lead hazards in homes. Agreement period is January 1, 2020 through June 30, 2023. He also requested a budget amendment in the amount of \$401,642 to the 2020 budget to allow for the expense of those funds in the current year. This was approved for placement on the next Legislature agenda upon motion of Legislator Young seconded by Legislator Hilchey, carried unanimously.

Information Technology Director Steve Zimmer withdrew his agenda item of Hamer ETAX Hosting agreement since the agreement is for five years and was approved in 2019.

STOP-DWI Coordinator Matt Landers requested approval of a reappointment to the STOP-DWI Advisory Board of Jocelyn Sikorski for a term through December 31, 2022. This was approved for placement on the next Legislature agenda upon motion of Legislator Young seconded by Legislator Hilchey, carried unanimously.

Election Commissioners Richard Siebert and Lorie Longhany explained the need for additional ballot marking devices due to the anticipated special election for the 27<sup>th</sup> Congressional district seat. It was further explained that two separate elections will be required on April 28, 2020, one for the presidential primary and the other for the congressional seat. Cost for 10 Ballot Marking Devices for year one of a seven year agreement is \$19,393 with year one (2020) covered by remaining HAVA monies. The agreement is with Dominion Voting System Corporation. Final agreement is subject to County Attorney approval. This was approved for placement on the next Legislature agenda upon motion of Legislator Young seconded by Legislator Stein, carried unanimously.

Ms. Longhany requested approval of a 2020 salary schedule amendment to create a part-time position of Clerk/Machine Technician at a rate of \$20/hr effective February 3, 2020. This was approved for placement on the next Legislature agenda upon motion of Legislator Stein seconded by Legislator Young, carried unanimously.

Purchasing Director Eve Hens reviewed proposed changes to the county purchasing policy and procedures; Increase the threshold for PO's to match the threshold for required quotes and increase the maximum P-card single purchase amount to \$1,000 from \$500. The Treasurer was consulted and agrees with the proposed changes. This was approved for placement on the next Legislature agenda upon motion of Legislator Stein seconded by Legislator Hilchey, carried unanimously.

Ms. Hens next requested approval of the updated Purchasing Card Procedures which also include the increase of \$500 to \$1,000 for a single P-card purchase. This was approved for placement on the next Legislature agenda upon motion of Legislator Hilchey seconded by Legislator Stein, carried unanimously.

Ms. Hens explained that Central Services principal financial clerk is retiring January 31, 2020. She has hired her replacement who was employed in the same position at the Probation Department. She is requesting the creation of a temporary clerk position for the period of January 27-31, 2020. There will be no budget impact due to a vacant cleaner position. This was approved for placement on the next Legislature agenda upon motion of Legislator Young seconded by Legislator Stein, carried unanimously.

The following referrals were from the Public Service Committee upon motion of Chair Hilchey:

1. Salary Schedule Amendment/Budget Amendment-District Attorney/Pt-Time Legal Clerk Typist seconded by Legislator Stein, carried unanimously.

2. Salary Schedule Amendment-District Attorney/Pt-Time ADA & Full-Time Paralegal seconded by Legislator Young, carried unanimously.
3. Grant Acceptance / Budget Amendment –Sheriff / Statewide Interoperable Communications Grant seconded by Legislator Stein, carried unanimously.
4. Budget Amendment - Sheriff/ Remaining Grant Funds seconded by Legislator Young, carried unanimously.
5. Appointment– Sheriff / Traffic Safety Board seconded by Legislator Young, carried unanimously.
6. Capital Project Amendment/Budget Amendment – Highway seconded by Legislator Stein, carried unanimously.
7. Budget Amendment – County Park/Interpretive Center – Acorns Donation seconded by Legislator Stein, carried unanimously.
8. Reappointments – Oak Orchard Small Watershed Protection District Administrative Board seconded by Legislator Young, carried unanimously.
9. Contract-Public Defender/West Publishing Corporation seconded by Legislator Stein, carried unanimously.

County Manager Jay Gsell presented a resolution appointing Diana Fox to the Director of Office for the Aging. Current Director Ruth Spink is retiring effective January 18, 2020. Ms. Fox was hired in August, 2019 as Deputy Director and has worked alongside Ms. Spink for 5 months. This was approved for placement on the next Legislature agenda upon motion of Legislator Young seconded by Legislator Stein, carried unanimously.

Mr. Gsell presented a resolution for a salary schedule amendment for 2020. He explained there was a clerical error pertaining to the salary for the Mental Health Administrative Officer and the Director of Office for the Aging and both were displayed incorrectly on the 2020 Salary Schedule. The correct amounts were included in the respective department budgets. This was approved for placement on the next Legislature agenda upon motion of Legislator Stein seconded by Legislator Hilchey, carried unanimously.

Mr. Gsell presented a resolution to ratify the CSEA General Union Contract for 2020-2023. The resolution includes necessary budget transfers and amendments. Additional costs associated with the contract settlement are \$250,239 and is included in the 2020 adopted budget. This was approved for placement on the next Legislature agenda upon motion of Legislator Stein seconded by Legislator Hilchey, carried unanimously.

Mr. Gsell presented an Out-of-State Travel Request for Tim Hens, Highway Superintendent to travel to Brainerd, MN for NACE President visit January 21-24, 2020. There is no additional cost to the county. This was approved for placement on the next Legislature agenda upon motion of Legislator Hilchey seconded by Legislator Young, carried unanimously.

Mr. Gsell presented an Out-of-state travel request for Kristine Voos, Public Health to travel to Alexandria, VA for Public Health Accreditation Board Applicant Learning event 2/10-2/13/2020 cost \$700. This was approved for placement on the next Legislature agenda upon motion of Legislator Young seconded by Legislator Stein, carried unanimously.

Mr. Gsell presented an Out-of-state travel request for Tim Hens, Highway Superintendent to travel to Washington, DC for White House NEPA Signing event 1/8-1/9/20. There is no additional cost to the county. This was approved for placement on the next Legislature agenda upon motion of Legislator Stein seconded by Legislator Hilchey, carried unanimously.

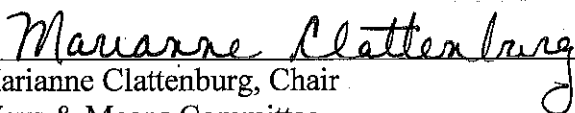
Mr. Gsell presented an out-of-state travel request for Tim Hens, Highway Superintendent to travel to Columbus, Ohio for NACE President visit and presentation January 30-31, 2020. There is no additional cost to the county. This was approved for placement on the next Legislature agenda upon motion of Legislator Hilchey seconded by Legislator Stein, carried unanimously.

Legislature Clerk Pamela LaGrou updated the Committee on the work of the Ethics Board. The Ethics Board received a letter requesting they render an opinion pertaining to potential conflicts of interest among two newly elected municipal officials. The board met to elect a new chairperson, Mark Boylan, Esq. and discussed the letter. They are gathering more information and will respond in writing.

The next meeting of the Ways & Means Committee is Wednesday, February 5, 2019.

Chair Clattenburg stated that Deputy Treasurer/Real Property Director Kevin Andrews followed up with her to inquire if the Committee and Legislature wish to pursue changes to the language on the tax bill. Legislator Stein commented that Monroe County lists the impact of county sales tax to town tax bills. More information will be forthcoming.

The meeting adjourned at 5:47 pm upon motion of Legislator Stein seconded by Legislator Young, carried unanimously.

  
Marianne Clattenburg, Chair  
Ways & Means Committee  
Submitted 1/17/2020 phl