



Minutes
WAYS AND MEANS COMMITTEE
Location: 74 Ontario Street, 2nd Floor and WebEx
Canandaigua, NY 14424

November 30, 2022

MEMBERS PRESENT **In Person:** Chair David Baker, Supervisor Todd Campbell, Supervisor Robert Green, Supervisor Peter Ingalsbe, Supervisor Dan Marshall, Supervisor Rich Russell, Supervisor Andrew Wickham

OTHERS PRESENT **In Person:** BOS Chairman Jack Marren, County Administrator Chris DeBolt, Deputy County Administrator Alissa Bub, Finance Director Mary Gates, Manager of Financial Ops Lorrie Scarrott, County Attorney Holly Adams, Assistant County Attorney Ben Gilmour, Assistant County Attorney Art James, Election Commissioner Charles Evangelista, Information Technology Director Sean Barry, Human Resources Director Michele Smith, Senior Fiscal Manager Nellie Puma, Resident Abigail Marion, Clerk to the Board Kristin Mueller

Via WebEx: Public Works Commissioner Bill Wright, Purchasing Director Debbie Gierman, Purchasing Buyer Jennifer Langer, Mental Health Director Jessica Mitchell, Associate Planner Tim Jensen, Senior Fiscal Manager Michael Wojcik, Confidential Secretary Judy Manntai

CALL TO ORDER The meeting of the Ways and Means Committee was called to order at 3:00 p.m. by Chairman David Baker.

MINUTES The motion to approve the minutes of the Ways & Means Committee on November 9, 2022, was made by Supervisor Campbell, and seconded by Supervisor Wickham. The motion carried.

GOVERNMENT OPERATIONS & INSURANCE County Attorney Holly Adams presented the following budget transfer for approval.

- **Budget Transfer:** Forensic Auditing Services

Supervisor Russell made the motion to approve the budget transfer. Supervisor Marshall seconded the motion. The motion carried.

Election Commissioner Charlie Evangelista presented the following budget transfer for approval.

- **Budget Transfer:** Board of Elections Year End Budget Adjustment

Supervisor Russell made the motion to approve the budget transfer. Supervisor Campbell seconded the motion. The motion carried.

**HEALTH &
HUMAN SERVICES**

Mental Health Director Jessica Mitchell presented the following resolution for approval.

- **Resolution:** Authorization for Professional Contract TenEleven Group, Inc. Billing (RCM) Services

Supervisor Marshall made the motion to approve the resolution. Supervisor Campbell seconded the motion. The motion carried.

**PLANNING &
ENVIRONMENTAL
QUALITY**

Associate Planner Tim Jensen presented the following two resolutions for approval.

- **Resolution:** Establish Capital Project No. H082-22 as Ontario Beach Park Improvements Project

Supervisor Wickham made the motion to approve the resolution. Supervisor Ingalsbe seconded the motion. The motion carried.

- **Resolution:** Capital Project No. H036-17, 2017 FLCC Maintenance Capital Project - Authorize Contract for Replacement of Pumps at FLCC Viticulture Center

Supervisor Ingalsbe made the motion to approve the resolution. Supervisor Wickham seconded the motion. The motion carried.

PUBLIC WORKS

Public Works Commissioner Bill Wright presented the following eight resolutions for approval.

- **Resolution:** Close Capital Project No. H046-18, County Road 28 at Shortsville Road

Supervisor Marshall made the motion to approve the resolution. Supervisor Ingalsbe seconded the motion. The motion carried.

Supervisor Campbell made the motion to consider the following three resolutions as a block, and moved their approval. Supervisor Russell seconded the motion.

- **Resolution:** Establish Capital Project No. H089-22 as Deep Run Park Improvements
- **Resolution:** Establish Capital Project No. H090-22 as County Security Improvements
- **Resolution:** Establish Capital Project No. H091-22 as ADA Compliance Renovations

The motion carried.

- **Resolution:** Capital Project No. H061-19, FLCC- CMAC Improvements - Award Contract for Professional Design & Bid Phase Services to TY Lin International Engineering & Architecture PC

Supervisor Wickham made the motion to approve the resolution. Supervisor Russell seconded the motion. The motion carried.

- **Resolution:** Capital Project No. H088-22, Courthouse Improvements - Authorize Contract for Design Phase Services for the Upgrade of Basement Ventilation at Ontario County Courthouse

Supervisor Wickham made the motion to approve the resolution. Supervisor Marshall seconded the motion. The motion carried.

- **Resolution:** Authorizing Transfer of Funds to Equipment Reserve - This resolution was withdrawn and will be presented at the next meeting of Ways and Means for approval.
- **Resolution:** Authorize Contract for the Design of HVAC System Modifications at the Ontario County Jail

Supervisor Green made the motion to approve the resolution. Supervisor Ingalsbe seconded the motion. The motion carried.

HUMAN RESOURCES Safety Coordinator Sherman Manchester presented the Safety Report for consideration.

Supervisor Russell made the motion to accept the report. Supervisor Marshall seconded the motion. The motion carried.

Human Resources Director Michele Smith presented the following six resolutions for approval.

- **Resolution:** Creation/Reclassification/Deletion of Positions - 2023 Ontario County Budget

Ms. Smith noted an amendment to the resolution, correcting the job number in the Conflict Defender paragraph to POCC #93-2022.

Supervisor Wickham made the motion to approve the amendment to the resolution. Supervisor Campbell seconded the motion to amend. The motion carried.

Supervisor Ingalsbe made the motion to approve the resolution as amended. Supervisor Campbell seconded the motion. The motion carried.

- **Resolution:** Create a Legal Aide Position

Ms. Smith noted two amendments to the resolution: In the third *Whereas* paragraph change “a request” to “this request”; In the fifth *Whereas* paragraph delete “The Management Compensation Plan Committee and”.

Supervisor Green made the motion to approve the amendments to the resolution. Supervisor Campbell seconded the motion. The motion carried.

Supervisor Russell made the motion to approve the resolution as amended. Supervisor Wickham seconded the motion. The motion carried.

- **Resolution:** Create Senior Clerk Position and Abolish Stenographer Position

Ms. Smith noted an amendment to the resolution: In the third *Whereas* paragraph delete “The Management Compensation Plan Committee and”.

Supervisor Ingalsbe made the motion to approve the amendments to the resolution. Supervisor Marshall seconded the motion. The motion carried.

Supervisor Wickham made the motion to approve the resolution as amended. Supervisor Russell seconded the motion. The motion carried.

- **Resolution:** Memorandum of Agreement No. 6-2022 with Ontario County, C.S.E.A.

Supervisor Wickham made the motion to approve the resolution. Supervisor Campbell seconded the motion. The motion carried.

- **Resolution:** Appointment of Purchasing Director

Ms. Smith noted an amendment to the resolution: In the fourth *Whereas* paragraph change the unexpired term from “March” to “August”.

Supervisor Russell made the motion to approve the amendment to the resolution. Supervisor Marshall seconded the motion. The motion carried.

Supervisor Green made the motion to approve the resolution as amended. Supervisor Ingalsbe seconded the motion. The motion carried.

- **Resolution:** Adoption of Ontario County Deferred Compensation Plan Statement of Investment Policy for 457 and 401(A) Plans

Supervisor Campbell made the motion to approve the resolution. Supervisor Wickham seconded the motion. The motion carried.

WAYS & MEANS STANDING COMMITTEE

Purchasing Director Debbie Gierman presented the following resolution for approval.

- **Resolution:** Authorization of Memorandum of Understanding for Ontario County to Provide Purchasing Services to Finger Lakes Community College

Supervisor Russell made the motion to approve the resolution. Supervisor Marshall seconded the motion. The motion carried.

Assistant County Attorney Art James presented the following resolution for approval.

- **Resolution:** Requesting State Legislation to Renew Ontario County Sales Tax

Supervisor Wickham made the motion to approve the resolution. Supervisor Marshall seconded the motion. The motion carried.

Finance Director Mary Gates presented the following two items for approval and one item for information.

- **Resolution:** Correction of Adopted County Budget for Year 2023

Supervisor Marshall made the motion to approve the resolution. Supervisor Ingalsbe seconded the motion. The motion carried.

- **Budget Transfer:** Compensated Absence Designated Fund Balance

Supervisor Wickham made the motion to approve the budget transfer. Supervisor Campbell seconded the motion. The motion carried.

- **Information:** Analysis of Contingency Account 2022 - A report of the Contingency Account usage was reviewed. The Contingency amount for 2022 has been completely depleted.

**GOVERNMENT
OPERATIONS &
INSURANCE**

IT Director Sean Barry presented the following resolution for approval.

- **Resolution:** Authorization to Accept 2020 Cyber Security Grant (CFDA#97.067) from New York State Division of Homeland Security and Emergency Services

Supervisor Russell made the motion to approve resolution. Supervisor Marshall seconded the motion. The motion carried.

EXECUTIVE SESSION

At 3:41 p.m., Supervisor Wickham made the motion to move into Executive Session to discuss matters with counsel related to the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Supervisor Russell seconded the motion. The motion carried.

At 4:49 p.m., Supervisor Wickham made the motion to move out of Executive Session. Supervisor Marshall seconded the motion. The motion carried.

ADJOURNMENT

Being no further business to come before the Committee, the meeting was adjourned at 4:50 p.m., following a motion by Supervisor Marshall, and seconded by Supervisor Ingalsbe. The motion carried.

The next regularly scheduled meeting for the Ways & Means Committee is Wednesday, December 14, 2022, at 3:00 p.m. at 74 Ontario Street and via WebEx.

Respectfully submitted,

Judy Manntai, Confidential Secretary