



Minutes

WAYS AND MEANS COMMITTEE

Location: 74 Ontario Street, 2nd Floor and WebEx
Canandaigua, NY 14424

December 14, 2022

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

Necessarily Absent: Supervisor Robert Green

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, Sheriff Povero, Human Resources Director Michele Smith, Safety Coordinator Sherman Manchester, Public Works Commissioner Bill Wright, Senior Fiscal Manager Nellie Puma, Purchasing Director Debbie Gierman, Deputy County Treasurer Jeff Trickey, Planning Director Tom Harvey, Associate Planner Tim Jensen, Senior Planner Betsy Landre, County Clerk Matt Hoose, Deputy County Clerk Pam Keefe, Resident Abigail Marion, Deputy Clerk to the Board Diane Foster; Mengel, Metzger & Barr: Tom Zuber; FLVC: Val Knoblauch, Steve LaRose

Via WebEx: Senior Planner Julie Barry, Purchasing Director Jennifer Langer, Grant Coordinator Sharon Decker, District Attorney James Ritts, Veterans Services Director Susan Smith, Deputy Human Resources Director Lindsey Burgess, Nichola Ostrander, 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 30, 2022, was made by Supervisor Wickham, and seconded by Supervisor Marshall. The motion carried.

Independent Auditor Pre-Audit Presentation Tom Zuber, CPA & Partner with Mengel Metzger, Barr & Co., Independent Auditors, gave a PowerPoint presentation regarding the process that will be involved and the key areas that will be reviewed for the 2022 fiscal year audit for Ontario County. Opportunity was given for questions and comments.

PUBLIC SAFETY

Senior Planner Betsy Landre presented the following resolution for approval.

- **Resolution:** Authorization to Accept Statewide Interoperable Communications Formula Grant from NYS Division of Homeland Security and Emergency Services and Establish Capital Project No. H092-22 Emergency Communications Network Core Upgrade

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

**CAPITAL PROJECTS
PUBLIC WORKS**

Planning Director Tom Harvey presented the following resolution for approval.

- **Resolution:** Capital Project No. H068-20 – Authorize a No-Cost Time Extension with Two Construction Contractors – FLCC Nursing Expansion Capital Project

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

Commissioner Bill Wright presented the following five resolutions for approval.

- **Resolution:** Capital Project No. H018-13 – Jail Modifications – Appropriate Fund Balance, Authorize Contract for Professional Design Services, and Authorize Purchase of Locks

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

Supervisor Campbell made the motion to consider the following two resolutions as a block and moved their approval. Supervisor Marshall seconded the motion.

- **Resolution:** Capital Project No. H075-20 – Pump Station 9E Force Main Replacement – Honeoye Lakes Sewer District – Close Project
- **Resolution:** Capital Project No. H076-20 – Pump Station 7E Improvements – Canandaigua Lakes Sewer District – Close Project

The motion carried.

- **Resolution:** Capital Project No. 084-22 – Replacement of County Road 12 Culvert #35 – Award of Contract for Construction Bid (B22049)

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

- **Resolution:** Transfer of Funds to Equipment Reserve

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

Associate Planner Tim Jensen presented the following resolution for approval.

- **Resolution:** Establish Capital Project No. H093-22, Ontario County Court Facilities Plan

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

**PLANNING
ENVIRONMENTAL
QUALITY**

& Planning Director Tom Harvey presented the following resolution for approval.

- **Resolution:** Approval of Extension and Modification of Contract for Small Business Assistance Consulting Services

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

Senior Planner Julie Barry presented the following two resolutions for approval.

- **Resolution:** Authorization to contract with LaBella Associates, D.P.C., for Ontario County Parks and Recreation Master Plan

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

- **Resolution:** Authorization to Accept New York State Community Development Block Grant for Farm Worker Safety and Housing Program

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

**HEALTH &
HUMAN SERVICES**

Supervisor Dan Marshall presented the following budget transfer on behalf of Public Health Director Mary Beer.

- **Budget Transfer:** Coroners - Provide Funding for Additional Autopsy Costs

Supervisor Marshall 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 Campbell seconded the motion. The motion carried.

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

Supervisor Russell made the motion to consider the following two resolutions as a block and moved their approval. Supervisor Campbell seconded the motion. The motion carried.

- **Resolution:** Adopting Local Law No. 7 (Intro.) of 2022
- **Resolution:** Adopting Local Law No. 8 (Intro.) of 2022

The motion carried.

- **Resolution:** Re-Title - Director of Real Property Tax Services

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

Supervisor Wickham made the motion to consider the following four resolutions as a block and moved their approval. Supervisor Campbell seconded the motion.

- **Resolution:** Authorization to Amend Contract with Benefit Resource, Inc.
- **Resolution:** Authorization to Contract with Superior Medical Consultants, LLC for Independent Medical Exams
- **Resolution:** Authorization to Renew Contract with Paragon Consulting, Inc., for Affordable Care Act Reporting for 2023
- **Resolution:** Authorization to Renew Contract with Genex Services, LLC for disability Claims Case Management Services

The motion carried.

- **Resolution:** Retention Payment - Stacy Lambert

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

Supervisor Wickham made the motion to block the following five resolutions and moved their approval. Supervisor Russell seconded the motion.

- **Resolution:** Create a Motor Equipment Operator I Position and Abolish a Motor Equipment Operator Position
- **Resolution:** Create Social Worker (Criminal Justice) Position
- **Resolution:** Reclassify an Office Specialist I Position to a Legal Records Clerk Position
- **Resolution:** Create Supervising Motor Vehicle Assistant (Main Office) Position
- **Resolution:** Create Technical Specialist (Information Systems) Position and Abolish Senior Programmer Position

The motion carried.

- **Resolution:** Vacancy Review Policy for 2023

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

Supervisor Marshall made the motion to consider the following two resolutions as a block and moved their approval. Supervisor Ingalsbe seconded the motion.

- **Resolution:** Salary Adjustment - Cassandra Keltz
- **Resolution:** Compensation Stipend - Director of Preventive Services

The motion carried.

WAYS & MEANS STANDING COMMITTEE

Finance Director Mary Gates presented the following two items for approval.

- **Budget Transfer:** To Appropriate Fund Balance for Incentive Payments Previously Classified as ARPA Funding

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

- **Resolution:** Adoption of the Budget Transfer Policy - 2023

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

Finance Director Gates noted that Sales Tax revenue has recovered more quickly than anticipated. Compared to the same time last year, sales tax is up approximately 9.9% year-to-date over last year.

COUNTY ADMINISTRATOR

County Administrator Chris DeBolt presented the following resolution for approval.

- **Resolution:** Funding Source for Tourism Promotion in Ontario County

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

HEALTH & HUMAN SERVICES

Supervisor Marshall presented the following five resolutions on behalf of Mental Health Director Jessica Mitchell. Supervisor Marshall made the motion to consider the five resolutions as a block and moved their approval. Supervisor Ingalsbe seconded the motion.

- **Resolution:** Amendment of Professional Consultant Contract – NYSARC, Inc., Ontario County Chapter – Mental Health – 2022
- **Resolution:** Amendment of Professional Consultant Contract – Aspire Hope NY, Inc. Mental Health 2022

- **Resolution:** Amendment of Professional Consultant Contract – Clifton Springs Hospital and Clinic - Mental Health 2022
- **Resolution:** Amendment of Professional Consultant Contract – Lakeview Health Services, Inc. - Mental Health 2022
- **Resolution:** Authorization for professional Consultant Contract – Shabnamzehra Bhojani, MD 2023 and 2024

The motion carried.

- **Resolution:** Extension of NYS OMH Block Grant Project Period – Ontario County Mental Health

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

Finger Lakes Visitors Connection

Val Knoblauch, Director of the Finger Lakes Visitors Connection met with the Committee to discuss options for additional funding for the 2023 FLVC Budget for various programs. It was noted that this request for funding is in addition to the \$225,000 in additional funds currently pending approval by the Board of Supervisors.

After discussion and further explanation of the programs that would benefit from the additional funding, Chairman Baker polled the committee members regarding their support for the consideration of additional funds in 2023. All Supervisors present, with the exception of Supervisor Ingalsbe, were in favor of the concept. It was noted that no action can be taken until the new standing committees for 2023 have been appointed and the 2023 budget is in operation.

Retirements

Chairman Baker expressed appreciation and congratulations to Purchasing Director Debbie Gierman and Confidential Secretary Judy Manntai, who are retiring in the next few weeks.

EXECUTIVE SESSION

At 4:39 p.m., Supervisor Russell 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 Wickham seconded the motion. The motion carried.

At 5:15 p.m., Supervisor Wickham made the motion to move out of Executive Session. Supervisor Ingalsbe seconded the motion. The motion carried.

Following Executive Session, two additional resolution were presented for approval.

WAYS & MEANS COMMITTEE

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

- **Resolution:** Disposition of Real Property Acquired Through Enforcement of Delinquent Taxes: Auction Process, Date and Place; Authorization to Retain Outside Counsel

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

**HEALTH &
HUMAN SERVICES**

Finance Director Mary Gates presented the following resolution for approval.

- **Resolution:** Authorization to Contract for Fiscal Support Services

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

ADJOURNMENT

Being no further business to come before the Committee, the meeting was adjourned at 5:17 p.m., following a motion by Supervisor Russell, and seconded by Supervisor Wickham. The motion carried.

The next tentatively scheduled meeting for the Ways & Means Committee is Wednesday, January 18, 2023, at 3:00 p.m. at 74 Ontario Street and via WebEx.

Respectfully submitted,

Judy Manntai, Confidential Secretary