



## WAYS & MEANS COMMITTEE

Wednesday, November 8, 2023, Time: 3:00 PM  
Committee Room, 2nd floor, 74 Ontario Street,  
Canandaigua, NY 14424

### Committee Members

David Baker, Chair  
Robert Green  
Peter Ingalsbe  
Dan Marshall  
David Phillips  
Richard Russell  
Andrew Wickham

### 1. Call to Order:

The Ways & Means Committee was called to order at 03:00 PM on November 8, 2023.

Members Present: Supervisor(s) Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Richard Russell, Andrew Wickham. Necessarily Absent: Supervisor(s) David Baker.

Others present in addition to committee members:

- Todd Campbell, BOS Chair
- Chris DeBolt, County Administrator
- Alissa Bub, Deputy County Administrator
- Holly Adams, County Attorney
- Dee Leeson, Real Property Director
- Kori Franklin, Assessment Control Clerk
- Ben Gilmour, Assistant County Attorney
- Bill Wright, Commissioner of Public Works
- Carrie Bleakly, Conflict Defender
- Kate Ott, Public Health Director, Via WebEx
- Stacy Schmitt, Buyer, Via WebEx
- Jessica Mitchell, Mental Health Director, Via WebEx
- Barabara Sweet, Fiscal Manager, Via WebEx
- Mary Gates, Director of Finance
- Mike Flatt, Safety Coordinator
- Tom Harvey, Planning Director
- Tim Jensen, Associate Planner
- Kathleen Meyers, Sr. Fiscal Manager
- Michele Smith, Human Resources Director
- Gary Baxter, County Treasurer
- Leanne Lapp, Public Defender
- Mike Rago, Undersheriff
- Jenifer Langer, Purchasing Director, via WebEx
- Holly Smith, Grant Coordinator, Via WebEx
- John Rizzo, Fiscal Manager, Via WebEx

### 2. Approval of Minutes:

Supervisor Daniel Marshall motioned to approve the minutes of the October 18, 2023 Ways & Means Committee meeting. The motion was seconded by Supervisor David Phillips. The motion passed.

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Richard Russell, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

### 3. Planning Department & FLCC:

Thomas Harvey, presented the following three resolutions entitled:

- Authorize Main Campus Rehearsal Hall Lighting Upgrade & Budget Amendment - 2019 FLCC

**Ways and Means Committee** oversees the activities, programs, or other matters related to the following departments, agencies, or activities: *County Treasurer, Department of Finance, County Budget, Capital Improvement Financing, County Purchasing, Fixed Assets Inventory, Finger Lakes Community Colleges, Human Resource, Employee Relations, Employee Assistance Program, Personnel Contracts, Affirmative Action, Americans with Disabilities Act Compliance, Civil Service.*

Maintenance Capital Project

- Authorize Contract with PLAN Architectural Studio for Phase 3 of Electrical Upgrades - 2022 FLCC Maintenance Capital Project
- Contract for Asbestos Testing and Budget Amendment - Capital Project No. H096-23 - Academics Renovation

Supervisor Peter Ingalsbe motioned to approve these resolutions, as presented, as a block. The motion was seconded by Supervisor Daniel Marshall. The motion passed.

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Richard Russell, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Timothy Jensen, presented the following two resolutions entitled:

- Capital Project No. H033-16 - Authorization of Contract Amendment - Design of Swing Space - QPK
- Capital Project No. H033-16 - Interdepartmental Funds Transfer for Youth Care Facility Wireless Connection

Supervisor Daniel Marshall motioned to approve these resolutions, as presented, as a block. The motion was seconded by Supervisor David Phillips. The motion .

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Richard Russell, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Agenda item 3f a resolution entitled, "Capital Project No. H033-16 - 3010 Renovation - Authorization of Project Labor Agreement" was pulled from the agenda.

Agenda item 3g a resolution entitled, "Capital Project No. H033-16 - 3010 Renovation - Authorization for The Pike Company to sign the Project Labor Agreement" was pulled from the agenda.

Thomas Harvey, presented a resolution entitled, "Amendment to the Ontario County 2024-2029 Capital Improvement Plan to Include Three New FLCC Projects".

Supervisor Richard Russell motioned to approve the resolution as presented. The motion was seconded by Supervisor David Phillips. The motion passed.

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Richard Russell, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

#### **4. Public Works and Public Works Capital Projects:**

Bill Wright, presented a resolution entitled, "Award Bid B23073 Self-Propelled Access Spider Platform Lift".

Supervisor Robert Green motioned to approve the resolution as presented. The motion was seconded by Supervisor David Phillips. The motion passed.

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Richard Russell, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Bill Wright, presented a resolution entitled, "Authorization For Admar Supply, Inc. To Repair Kubota Front End Loader".

Supervisor Robert Green motioned to approve the resolution as presented. The motion was seconded by Supervisor Peter Ingalsbe. The motion passed.

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Richard Russell, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

## **5. Governmental Operations & Insurance:**

Dennine Leeson, presented the following three resolutions entitled:

- Overages and Shortages for Levy Against Certain Towns in 2024
- Removal of Health Hazard - Town of Farmington
- Relevy of Unpaid Fire Inspection Fees - Town of Farmington

Supervisor Richard Russell motioned to approve these resolutions, as presented, as a block. Supervisor Daniel Marshall seconded the motion. The motion Passed.

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Richard Russell, Andrew Wickham. No: Supervisor(s): 0. Abstain: Supervisor(s): None.

Dennine Leeson, presented a resolution entitled, "2024 Tax Levy Flint Creek Small Watershed Protection District".

Supervisor Richard Russell motioned to approve the resolution as presented. The motion was seconded by Supervisor Peter Ingalsbe. The motion passed.

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Richard Russell, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

## **6. Health & Human Services:**

Kate Ott, presented a budget transfer for the following three items:

- Coroner Budget Transfer - Autopsies from Contingency
- Immunization Program Budget Transfer - Vaccine from Contingency
- Early Intervention Budget Transfer - HC Edu. 0-2 from Contingency

Supervisor Daniel Marshall motioned to approve these budget transfers, as presented, as a block. Supervisor Richard Russell seconded the motion. The motion passed.

## Approved Minutes

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Richard Russell, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Jessica Mitchell, presented a resolution entitled, "Transfer of Funds - 2023 County Budget Ontario County Department of Mental Health".

Supervisor Robert Green motioned to approve the resolution as presented. The motion was seconded by Supervisor Daniel Marshall. The motion passed.

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Richard Russell, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

### 7. Public Safety:

Mike Rago, presented a resolution entitled, "Fixing Date and Notice for the Public Hearing on Local Law 9 (Intro) 2023".

Supervisor Robert Green motioned to approve the resolution as presented. The motion was seconded by Supervisor Peter Ingalsbe. The motion passed.

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Richard Russell, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Leanne Lapp, presented the following resolutions entitled:

- Acceptance of Contract with Catholic Charities of the Finger Lakes
- Acceptance of Contract with John F. Finn Institute

Supervisor Robert Green motioned to approve these resolutions, as presented, as a block. The motion was seconded by Supervisor David Phillips. The motion Passed.

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Richard Russell, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Carrie Bleakley, presented the following resolutions entitled:

- Budget Transfer for Panel Attorney Increased Assigned Counsel Rates
- Authorization To Accept Funding from the New York State Office of Indigent Legal Services for Assigned Counsel Partial Reimbursement

Supervisor Robert Green motioned to approve these resolutions, as presented, as a block. The motion was seconded by Supervisor Peter Ingalsbe. The motion Passed.

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Richard Russell, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

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## 8. Human Resources:

Mike Flatt reviewed the safety reports in the committee packet. Recordable injuries are currently running about 10 fewer than last year. He has reached out to the local municipalities to offer his assistance in completing their OSHA reporting, since this is the first year they will be doing it on their own. NYMIR is offering a 30 minute winter weather preparedness webinar on November 16th and 21st. The webinar topic is being proactive instead of being reactive.

Supervisor Richard Russell motioned to approve the safety report as presented. The motion was seconded by Supervisor Daniel Marshall. The motion passed.

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Richard Russell, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Michele Smith, presented a resolution entitled, "Authorization to Contract with By The Numbers Actuarial Consulting".

Supervisor Richard Russell motioned to approve the resolution as presented. The motion was seconded by Supervisor Daniel Marshall. The motion passed.

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Richard Russell, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Michele Smith, presented the following resolutions entitled:

- Authorize MOA #3-2023 Between Ontario County and the Ontario County Sheriff and the Ontario County Police Benevolent Association Related to Holiday Pay
- Authorizing MOA #4-2023 with PBA for Stipend Calculations
- Authorize MOA #4-203 with CSEA to Reallocate Nurse Title
- Authorize MOA #4-2023 with SGU to Exclude the Title of Nutrition Services Coordinator from the Unit

Supervisor Robert Green motioned to approve these resolutions, as presented, as a block. The motion was seconded by Supervisor Peter Ingalsbe. The motion Passed.

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Richard Russell, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Michele Smith, presented a resolution entitled, "Create and Abolish Positions for 2024 Budget".

After discussion regarding item 5b, Deputy Finance Director Position, in the resolution, it was decided that it would be more beneficial to the department to change this item. It was decided to create two managers of finance positions and create a stipend for the one that will be designated as the Deputy Finance Director. To make this change they decided to remove this item (5b) off of the resolution and send it back to MCP to decide on a stipend amount.

## Approved Minutes

Supervisor Daniel Marshall motioned to approve the resolution, as presented with item 5b removed. The motion was seconded by Supervisor David Phillips. The motion passed.

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Richard Russell, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Michele Smith, presented a resolution entitled, "Fixing Date and Notice for Public Hearing for Local Law No. 8 of 2023, County Employment Background Checks".

Supervisor Peter Ingalsbe motioned to approve the resolution as presented. The motion was seconded by Supervisor David Phillips. The motion .

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Richard Russell, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Michele Smith noted that our 3rd quarter retention is high and they had a good turn out for the police officer exam that was just offered.

Supervisor Daniel Marshall motioned to approve the 3rd quarter retention report as presented. The motion was seconded by Supervisor Robert Green. The motion passed.

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Richard Russell, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

### 9. Finance Department:

Ms. Gates updated the committee on sales tax revenues. She also noted that they have received three responses to the RFP for auditing services and are working to set up interviews.

### 10. County Administrator:

Christopher DeBolt, presented a resolution entitled, "Reappointment of Mary M. Gates, Director of Finance".

Supervisor David Phillips motioned to approve the resolution as presented. The motion was seconded by Supervisor Peter Ingalsbe. The motion passed.

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Richard Russell, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Alissa Bub, presented a informational entitled, "Resolution Granting a No-cost Time Extension for Contract with Wendel Energy Services, LLC for Ontario County Energy Efficiency Study".

Supervisor Daniel Marshall motioned to approve the informational as presented. The motion was seconded by Supervisor Richard Russell. The motion passed.

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Richard Russell, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

### 11. Addendum:

Holly Adams, presented a resolution entitled, "Authorization to Retain Outside Counsel".

## Approved Minutes

Supervisor Richard Russell motioned to approve the resolution as presented. The motion was seconded by Supervisor Peter Ingalsbe. The motion passed.

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, David Phillips, Richard Russell, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

### **12. Executive Session:**

Supervisor Robert Green motioned to enter executive session at 3:54 PM. Supervisor Daniel Marshall seconded the motion. The motion passed.

Supervisor Daniel Marshall motioned to exit executive session at 4:05 PM. Supervisor Peter Ingalsbe seconded the motion. The motion passed.

Confirm next meeting date and time: *November 29, 2023*

### **Adjournment:**

On motion of Supervisor Richard Russell, seconded by Supervisor David Phillips, the Ways & Means Committee meeting was adjourned at 04:06 PM.