



WAYS & MEANS COMMITTEE

Wednesday, November 29, 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 03:13 PM on November 29, 2023.

Members Present: Supervisor(s) Robert Green, Peter Ingalsbe, Daniel Marshall, Andrew Wickham, Richard Russell.

Necessarily Absent: Supervisor(s) David Baker, David Phillips.

Others present in addition to committee members:

- Todd Campbell, BOS Chair
- Chris DeBolt, County Administrator
- Alissa Bub, Deputy County Administrator
- Holly Adams, County Attorney
- Ben Gilmour, Assistant County Attorney
- Jenifer Langer, Purchasing Director
- Bill Wright, DPW Commissioner
- Kathleen Meyers, Sr. Fiscal Manager
- Steve DeChick, Chief Communications Officer
- Jeff Trickler, Deputy Treasurer
- Dee Leeson, Real Property Tax Director
- Jean Chrisman, County Clerk Elect
- Deb Trickey, EMS Coordinator, via WebEx
- Holly Smith, Grant Coordinator, via WebEx
- Peter Chambers, Assistant Conflict Defender, via WebEx
- Kate Ott, Public Health Director, via WebEx
- Mary Gates, Finance Director
- Gary Baxter, Treasurer
- Michele Smith, Human Resources Director
- Michael Wojcik, Sr. Fiscal Manager
- Tom Harvey, Planning Director
- Tim Jensen, Associate Planner
- Jim Ritts, District Attorney
- Pam Keete, Acting County Clerk
- Tracy Shaw, Assistant Deputy County Clerk
- Art James, Assistant County Attorney
- Nancy Yacci, Supervisor Elect
- Fred Stresing, Supervisor Elect
- Sharon Decker, Grant Coordinator, via WebEx
- John Rizzo, Fiscal Manager, via Webex
- Julie Barry, Sr. Planner, via WebEx

2. Approval of Minutes:

Supervisor Richard Russell motioned to approve the minutes of the November 8, 2023 Ways & Means Committee meeting. The motion was seconded by Supervisor Daniel Marshall. The motion passed.

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, Richard Russell, Andrew Wickham.

No: Supervisor(s): None. Abstain: Supervisor(s): None.

3. Planning Department & FLCC:

Julie Barry, presented a resolution entitled, "Acceptance of 2023-2024 New York State Snowmobile

Trail Development and Maintenance Grant-in-Aid Funds".

Supervisor Daniel Marshall 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, Richard Russell, Andrew Wickham.

No: Supervisor(s): None. Abstain: Supervisor(s): None.

Catherine Ahern, presented the following resolutions entitled:

- Capital Project No. H057-19 - Approval of Replacement of Fire Alarm Panel at FLCC - 2019 FLCC Maintenance Capital Project
- Capital Project No. H057-19 - Electrical Work Related to Fire Panel Replacement - 2019 FLCC Maintenance Capital Project
- Capital Project No. H057-19 - Rental of Scaffolding for Fire Alarm System Upgrades - 2019 FLCC Maintenance Capital Project

Supervisor Richard Russell 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, Richard Russell, Andrew Wickham.

No: Supervisor(s): None. Abstain: Supervisor(s): None.

Timothy Jensen, presented the following resolutions entitled:

- Capital Project No. H033-16 - 3010 Renovation - Authorization of Project Labor Agreement
- Capital Project No. H033-16 - 3010 Renovation - Authorization for The Pike Co. to Sign Approved PLA

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

Yes: Supervisor(s): Robert Green, Peter Ingalsbe, Daniel Marshall, Richard Russell, Andrew Wickham.

No: Supervisor(s): None. Abstain: Supervisor(s): None.

4. Public Works and Public Works Capital Projects:

Steven Vanderbrook, presented a resolution entitled, "Capital Project No. H088-22 Courthouse Improvements Acceptance of Grant Disbursement Agreement from Dormitory Authority of New York".

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, Richard Russell, Andrew Wickham.

No: Supervisor(s): None. Abstain: Supervisor(s): None.

Bill Wright, presented a resolution entitled, "Authorization to Award Bid B23084 for Purchase of

Water Fountains with Bottle Fillers".

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, Richard Russell, Andrew Wickham.
No: Supervisor(s): None. Abstain: Supervisor(s): None.

Bill Wright, presented a budget transfer for the 2023 County Budget for the purchase/buyout of Enterprise leased vehicles.

Supervisor Richard Russell motioned to Approve this budget transfer as presented. The motion was seconded by Supervisor Robert Green. The motion Passed.

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

Supervisor Ingalsbe and Commissioner Wright talked about the discussion that was had at the Public Works committee regarding the car wash bid. They are thinking it would be beneficial to re-bid and add in the Sheriff's Department vehicles since their contract will also be up at the end of the year. Ways and Means agreed this would be a good option.

5. Governmental Operations & Insurance:

Kristin Voss, presented a budget transfer for the 2023 budget from Contingency to the Board of Supervisors.

Supervisor Richard Russell motioned to approve the budget transfer as presented. The motion was seconded by Supervisor Peter Ingalsbe. The motion Passed.

Yes: Supervisor(s): None. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Pamela Keefe, presented a resolution entitled, "Apportionment of Mortgage Tax".

Supervisor Daniel Marshall 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, Richard Russell, Andrew Wickham.
No: Supervisor(s): None. Abstain: Supervisor(s): None.

Pamela Keefe, presented a budget transfer for the 2023 budget from Contingency to the County Clerk.

Supervisor Richard Russell motioned to approve the budget transfer as presented. The motion was seconded by Supervisor Daniel Marshall. The motion Passed.

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

Dennine Leeson, presented the following resolutions entitled:

- Schedule of Equalization Ratio Percentages for 2024 County Taxes
- Levying 2024 County Taxes per Apportionment of the 2024 Ontario County Budget Tax Levy

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Supervisor Richard Russell 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, Richard Russell, Andrew Wickham.
No: Supervisor(s): None. Abstain: Supervisor(s): None.

Dennine Leeson, presented the following resolutions entitled:

- Fixing Date and Notice for the Public Hearing on Local Law No. 11 (Intro.) of 2023
- Fixing Date and Notice for the Public Hearing on Local Law No. 12 (Intro.) of 2023
- Fixing Date and Notice for the Public Hearing on Local Law No. 13 (Intro.) of 2023

Supervisor None motioned to approve these resolutions, as presented, as a block. The motion was seconded by Supervisor None. The motion passed.

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

6. Health & Human Services:

Kate Ott, presented a resolution entitled, "Transfer of Funds - 2023 County Budget Ontario County Department of Public Health".

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

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

Jessica Mitchell, presented a budget transfer for Mental Health Clinic budget for service contracts from contingency.

Supervisor Daniel Marshall motioned to approve the budget transfer as presented. The motion was seconded by Supervisor Richard Russell. The motion Passed.

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

7. Public Safety:

Peter Chambers, presented a resolution entitled, "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 the resolution as presented. The motion was seconded by Supervisor Peter Ingalsbe. The motion passed.

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

James Ritts, presented the following resolutions entitled:

- Authorization to Accept FY2023 Crimes Against Revenue Program Grant from New York State Division of Criminal Justice Services
- Fixing Date and Notice for the Public Hearing on Local Law No. 10 (Intro.) of 2023

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, Richard Russell, Andrew Wickham.
No: Supervisor(s): None. Abstain: Supervisor(s): None.

Stephen DeChick and Deb Trickey, presented the following resolutions entitled:

- Authorization to Accept Public Safety Answering Points Operations grant from NYS Division of Homeland Security and Emergency Services
- Extension for State Homeland Security Program Grant (SHSP FY20 ~CFDA #97.067 DHSES Project SH20-1011-D04)
- Acceptance of Emergency Management Performance Grant Program (EMPG FY23~CDFA#97.042) from NYS Division of Homeland Security and Emergency Services

Supervisor Robert Green 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, Richard Russell, Andrew Wickham.
No: Supervisor(s): None. Abstain: Supervisor(s): None.

Thomas Harvey, presented a resolution entitled, "Capital Project No. H086-22 Authorize Professional Consultation Services Contract to CHA Consulting, Inc. for the Jail Security Control Capital Project".

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

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

8. Human Resources:

Michele Smith, presented a resolution entitled, "Authorization to Contract with Healthworks as Provider of Medical Services for 2024-2025".

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, Richard Russell, Andrew Wickham.
No: Supervisor(s): None. Abstain: Supervisor(s): None.

Michele Smith, presented a resolution entitled, "Authorization to Contract with Lifetime Benefit Solutions, Inc.".

Supervisor Richard Russell motioned to approve the resolution as presented. The motion was seconded by Supervisor None. The motion .

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

Michele Smith, presented a resolution entitled, "Authorization to Contract with ESI Employee Assistance Group for Employee Assistance Program (EAP) Services".

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

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

Michele Smith, presented a resolution entitled, "Award RFP R23083 For Nurse Case Management Services TO NCACOMP, INC.".

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

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

Michele Smith, presented a resolution entitled, "Salary Adjustment – Lea Nacca".

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

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

Michele Smith, presented a resolution entitled, "Salary Adjustment – Ave Alexander".

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

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

Michele Smith, presented a resolution entitled, "Create a Deputy Director of Finance Position".

Supervisor Peter Ingalsbe 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, Richard Russell, Andrew Wickham.
No: Supervisor(s): None. Abstain: Supervisor(s): None.

Michele Smith, presented a resolution entitled, "Authorizing Memorandum of Agreement No. 5-2023 Between Ontario County and C.S.E.A., Local 1000 AFSCME, AFL-CIO to Exclude a Title".

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

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

Michele Smith, presented a resolution entitled, "Salary Adjustment for Assistant Conflict Defender Position".

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

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

Michele Smith, presented the updated salary guidelines for nursing post licensure experience & education positions.

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

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

10. Finance Department:

Mary Gates reviewed the 2023 3rd quarter sales tax distibursements.

Mary Gates, presented a resolution entitled, "Authorization to Contract with Fiscal Advisors & Marketing, Inc. to Provide Financial Advisor Services".

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

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

Mary Gates, presented a budget transfer to cover legal transcripts through the end of the year.

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

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

Mary Gates, presented a resolution entitled, "Authorization to Contract with Drescher & Malecki LLP for Independent Audit Services for Fiscal Years 2023, 2024, and 2025".

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, Richard Russell, Andrew Wickham.
No: Supervisor(s): None. Abstain: Supervisor(s): None.

Mary Gates noted that as we move to self-insured health insurance, new funds will need to be created. Next cycle she will be bringing a few resolutions to create a new fund and the ability to fund it at the beginning of the year. They will also be establishing a new checking account for this fund.

11. County Administrator:

Alissa Bub, presented a resolution entitled, "Amending Authorization to Correct Two Contracts for ARPA Community Grant Awards".

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

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

12. Executive Session:

Supervisor Richard Russell motioned to Enter Executive Session at 4:03 PM for discussions regarding proposed, pending or current litigation. Supervisor Daniel Marshall seconded the motion. The motion Passed.

Supervisor Robert Green motioned to Exit Executive Session at 4:25 PM. Supervisor Daniel Marshall seconded the motion. The motion Passed.

9. Treasurer's Office:

Gary Baxter, presented a resolution entitled, "Disposition of Real Property Acquired Through Enforcement of Delinquent Taxes: Auction Process, Date and Place; Authorization to Retain Outside Counsel".

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

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

13. Execution Session

Supervisor Richard Russell motioned to enter executive session at 4:28 PM for discussions regarding collective negotiations pursuant to Article 14 of the Civil Service Law (the Taylor Law). Supervisor Peter Ingalsbe seconded the motion. The motion passed.

Supervisor Robert Green motioned to exit executive session at 4:42 PM. Supervisor Peter Ingalsbe seconded the motion. The motion passed.

Confirm next meeting date and time: *December 13, 2023*

Adjournment:

On motion of Supervisor Robert Green, seconded by Supervisor Peter Ingalsbe, the Ways & Means Committee meeting was adjourned at 04:42 PM.