



WAYS & MEANS COMMITTEE

Wednesday, April 9, 2025, Time: 3:00 PM
74 Ontario Street, Committee Room 213
Canandaigua, NY 14424

Committee Members

David Baker, Chair
John Cowley
Peter Ingalsbe
Daniel Marshall
Daryl Marshall
David Phillips
Mark Venuti

1. Call To Order:

The Ways & Means Committee meeting was called to order at 03:00 PM on April 9, 2025.

Members Present: Supervisor(s) David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, Daryl Marshall, David Phillips, Mark Venuti.

Others present in addition to committee members:

- Jared Simpson, BOS Chairman
- Chris DeBolt, County Administrator
- Alissa Bub, Deputy County Administrator
- Holly Adams, County Attorney
- Lea Nacca, Assistant County Attorney
- Tom Harvey, Planning Director
- Julie Barry, Associate Planner
- Kathy Dunn, Fiscal Manager
- Thomas Lyon, Sr. Planner
- Triciajean Jones, OFA Director
- Tim McElligott, Deputy DPW Commissioner
- Barbra Sweet, Sr. Fiscal Manager
- Michael Wojcik, Sr. Fiscal Manager, via WebEx
- Jason Tack, FLCC V.P of Administration and Finance, via WebEx
- Mary Gates, Finance Director
- Michele Smith, HR Director
- Ryan Davis, Economic Developer
- John Rizzo, Sr. Fiscal Manager
- Mike Flatt, Safety Coordinator
- Jenifer Langer, Purchasing Director
- Nellie Puma, Deputy Finance Director
- Barbra Sweet, Sr. Fiscal Manager
- Mike Rago, Undersheriff
- Betsy Landre, Sr. Planner
- Barry Carrigan, Nixon Peabody Attorney
- Luke Malecki, Auditor
- Aimee Haensly, Auditor
- Kathleen Meyers, Sr. Fiscal Manager, via WebEx
- Holly Smith, Grant Coordinator, via WebEx
- Stacy Schmitt, Buyer, via WebEx

2. Approval Of Minutes:

Supervisor John Cowley motioned to approve the minutes of the March 19, 2025 Ways & Means Committee meeting. The motion was seconded by Supervisor Daniel Marshall. The motion passed.

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, Daryl Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

3. Finance:

Luke Malecki and Aimee Haensly presented a brief overview of the 2024 financial audit to the

committee.

4. Planning Department & FLCC:

Tom Harvey, presented a resolution entitled, "Capital Project No. H103-24 2024 - 2024 FLCC Maintenance Project - Authorization to Contract with Vanguard Technology for the Installation of FLTV Studio Equipment".

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

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, Daryl Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Thomas Harvey, presented a resolution entitled, "Capital Project No. H111-25 - Establish Capital Project No. H111-25 as the 2025 FLCC Maintenance Project".

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

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, Daryl Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

5. Public Works & Public Works Capital Projects:

Tim McElligott, presented a resolution entitled, "Authorization to Accept 2024 NY Statewide Investment in More Swimming (SWIMS) Grant from NYS Department of State (DOS)".

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

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, Daryl Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Tim McElligott, presented a resolution entitled, "Creation of Capital Project No. H110-25 County Road 4 at Freshour Road Intersection Improvements, Authorizing the Implementation and Funding in the First Instance 100% of the Federal-Aid and State "Marchiselli" Program-aid Eligible Costs of a Transportation Federal-aid Project, Acceptance of State Local Agreements, Appropriating Funds and Award of Contract to Colliers Engineering Design – Design Services".

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

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, Daryl Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Tim McElligott, presented a resolution entitled, "Creation of Capital Project No. H112-25 - Rehabilitation of County Road 10 Intersections Project and Award Contract to Keeler Construction

(Bid 24094)".

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

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, Daryl Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

6. Governmental Operations & Insurance:

Holly Adams, presented a resolution entitled, "Authorization to Pay for Damaged Vehicle Repair Costs".

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

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, Daryl Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

7. Health & Human Services:

Triciajean Jones, presented a resolution entitled, "Acceptance of the Elder Abuse Education and Outreach Program 2025 Mini-Grant".

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

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, Daryl Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

8. Planning & Environmental Quality:

Ryan Davis reviewed the EAGLE loan program and what types of businesses that they are working with. They run this program in collaboration with Canandaigua National Bank (CNB).

Ryan Davis briefly reviewed the 2024 annual report that was provided in the committee packet.

Ryan Davis, presented a resolution entitled, "Resolution Consenting to an Amendment of the Account Control Agreement with Respect to the Eastview Mall Facility".

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

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, Daryl Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

9. Public Safety:

Approved Minutes

Thomas Lyon, presented a resolution entitled, "Capital Project No. H086-22 - Jail Security Control System Project - Authorize an Amendment and Extension of Contract with CHA Consulting, Inc.".

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

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, Daryl Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Mike Rago, presented a resolution entitled, "Budget Transfer Request from Sheriff's Office Federal Forfeiture Reserve".

Supervisor John Cowley motioned to approve the resolution as presented. The motion was seconded by Supervisor Mark Venuti. The motion passed.

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, Daryl Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

10. Human Resources:

Mike Flatt provided the following safety update:

- OSHA recordable injuries are down slightly.
- He held chainsaw training yesterday. 43 people attended the training.
- He is holding annual safety training this month.
- He completed a course to be able to hold forklift safety training classes.

Michele Smith, presented a resolution entitled, "Declaring the Week of May 4-10, 2025 as "Public Service Recognition Week"".

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

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, Daryl Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Michele Smith, presented a resolution entitled, "Creation of Associate Psychologist Position".

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

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, Daryl Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Michele Smith, presented a resolution entitled, "Approving Memorandum of Agreement No. 1-2025 between Ontario County, Ontario County Sheriff, and the Ontario County Police Benevolent Association Unit".

Supervisor Mark Venuti motioned to approve the resolution as presented. The motion was seconded

by Supervisor Daryl Marshall. The motion passed.

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, Daryl Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

11. Finance Department:

Mary Gates, presented a resolution entitled, "Resolution to Contract for Fiscal Support Services".

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

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, Daryl Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Mary Gates, presented a resolution entitled, "Fixing Date and Notice for the Public Hearing on Local Law No. 3 (Intro.) of 2025".

Supervisor Mark Venuti motioned to approve the resolution as presented. The motion was seconded by Supervisor Daryl Marshall. The motion passed.

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, Daryl Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Mary Gates provided the following updates:

- Next cycle she will bring the 2026 budget guidelines to review.
- The all-day 2026 budget meeting will be on Tuesday, September 16th.
- The department is working on changes to the fund balance policy. The changes will be brought to committee in a few cycles.
- She reviewed funding that could possibly be impacted if the federal funding cuts that have been talked about are put into place.

12. Unfinished Business:

Michele Smith requested the committee's thoughts on hiring employees at different steps. This comes up when a department has someone they wish to hire and feels they should start higher than step 1. The current hiring policy is that the position is advertised at step 1 and employees start at step 1. Department heads have the choice to go to the MCP committee and request a salary (Step) adjustment for the new employee. These requests are considered on a case-by-case basis and are usually only granted if the person has significant years of service in that field. A few years ago, the Board passed a resolution for nurses stating what step they would start at based on their years of service and licensing. Ms. Smith would like to know if the committee would like to keep things as they are or advertise new positions with a salary range and develop a method to determine what step the new employee would start within the range advertised. Discussion ensued with the committee, and it was decided to stay with the current plan, but have Ms. Smith come up with some guidelines for MCP to handle each request on a case-by-case basis.

13. Executive Session:

Supervisor John Cowley motioned to enter executive session at 4:35 PM for POL§105 1) (e) - Discussions on collective negotiations pursuant to Article 14 of the Civil Services Law (the Taylor Law) and POL§105 1) (f) - Discussions on 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 Mark Venuti seconded the motion. The motion passed.

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

14. Next Meeting Date And Time:

April 30, 2025 at 3:00 PM.

15. Adjournment:

On a motion of Supervisor Daniel Marshall, seconded by Supervisor John Cowley, the Ways & Means Committee meeting was adjourned at 04:42 PM.

Respectfully Submitted, Kristin A. Voss, Clerk