



Minutes

WAYS AND MEANS COMMITTEE

**Location: WebEx Meeting and 74 Ontario St.,
2nd Floor Committee Room, Canandaigua, NY 14424**

January 18, 2023

MEMBERS PRESENT

In Person: Supervisors David Baker, Robert Green, Peter Ingalsbe, Dan Marshall, David Phillips, Richard Russell, and Andrew Wickham.

OTHERS PRESENT

In Person: BOS Chairman Campbell, County Administrator Chris DeBolt, Deputy County Administrator Alissa Bub, County Attorney Holly Adams, Finance Director Mary Gates, Sr. Fiscal Manager Nellie Puma, Human Resource Director Michele Smith, Chief Deputy John Falbo, Treasurer Gary Baxter, Deputy Treasurer Jeff Trickler, Deputy BOS Clerk Diane Foster, Republican Election Commissioner Mike Northrup, Assistant County Attorneys Ben Gilmour and Art James, Safety Coordinator Sherman Manchester, Abigail Marion, and Clerk to the Board Kristin Mueller.

Via WebEx: Associate Planner Tim Jensen, Fiscal Manager Kathleen Meyer, Grant Coordinators Holly Smith and Sharon Decker.

CALL TO ORDER

Supervisor Baker called the committee meeting to order at 3:00 PM. He then selected Supervisor Wickham to be the Vice-Chair of the Ways and Means Committee for 2023.

MINUTES

Motion to approve the minutes of the December 8th and 14th, 2022 Ways and Means meetings was made by Supervisor Marshall, seconded by Supervisor Wickham, and carried.

PUBLIC SAFETY

Chief Deputy, John Falbo, presented a resolution entitled, "Authorization for the Ontario County Sheriff to Accept a Grant from the New York State Division of Homeland Security and Emergency Services".

Motion to approve this resolution was made by Supervisor Green. The motion was seconded by Supervisor Ingalsbe. The motion carried.

County Administrator, Chris DeBolt, presented the following three resolutions for the Public Defender:

- Authorization to Extend Second Regional Immigration Assistance Center Grant (C2ND632) from Office of Indigent Legal Services
- Authorization to Extend Second Distribution 8 Grant (C800032) from Office of Indigent Legal Services
- Authorization to Extend Treatment Drug Courts Grant Contract (CFDA#93.243) from the United States Department of Health and Human Services, Substance Abuse and Mental Health Services Administration

Motion to approve these resolutions as a block was made by Supervisor Green. The motion was seconded by Supervisor Marshall. The motion carried.

County Administrator, Chris DeBolt, presented a resolution for the Probation Department entitled, “Amendment – Information Verification Services, Inc. Contract – Polygraph Examination Services”.

Motion to approve this resolution was made by Supervisor Green. The motion was seconded by Supervisor Ingalsbe. The motion carried.

CAPITAL PROJECTS/ PUBLIC WORKS

Associate Planner, Tim Jensen, presented a resolution entitled, “Establish Capital Project No. H094-23 – Ontario County Route 364 Sidewalk and Bike Path Capital Project – Authorize the Implementation and Funding in the First Instance 100% of the Federal-Aid Costs of a Transportation Federal-Aid Project”.

Motion to approve this resolution was made by Supervisor Wickham. The motion was seconded by Supervisor Phillips. The motion carried.

Sr. Fiscal Manager, Nellie Puma, presented a resolution entitled, “CP No. H065-19 – CR 50 Preventive Maintenance – Acceptance of Supplemental Agreement #3 to NYS Revenue Contract -DPW”.

Motion to approve this resolution was made by Supervisor Marshall. The motion was seconded by Supervisor Ingalsbe. The motion carried.

Sr. Fiscal Manager, Nellie Puma, presented a budget transfer for the Canandaigua Lake County Sewer District to fund and emergency repair on a sewer line.

Motion to approve this budget transfer was made by Supervisor Phillips. The motion was seconded by Supervisor Ingalsbe. The motion carried.

GOVERNMENTAL OPERATIONS & INSURANCE

Republican Election Commissioner, Mike Northrup, presented a resolution entitled, “Budget Transfer to Support Purchase of Electronic Poll Books”.

Motion to approve this resolution was made by Supervisor Russell. The motion was seconded by Supervisor Green. The motion carried.

SAFETY REPORT

Safety Coordinator, Sherman Manchester, reported that 2022 finished ahead of 2021 in total number of injuries. For the County we had 14 recordable injuries in 2021 and 23 in 2022. The County had 65 total injuries in 2021 and 80 in 2022. Mr. Manchester then provided a breakdown of the four major areas that caused 90% of the injuries. Number one was daily routine work, number two was slips, trips, and falls, number three was behavior of others, and number four was injured during training.

Motion to approve the report made by Mr. Manchester was made by Supervisor Russell, seconded by Supervisor Marshall and carried.

HUMAN RESOURCES

Human Resource Director Michele Smith presented the following two resolutions:

- Memorandum of Agreement 1-2023 – Ontario County General Unit, C.S.E.A
- Memorandum of Agreement 2-2023 – Ontario County General Unit, C.S.E.A

Motion to approve these two resolutions as a block was made by Supervisor Phillips. The motion was seconded by Supervisor Ingalsbe. The motion carried.

Human Resource Director, Michele Smith, presented a resolution entitled, “Approving Memorandum of Understanding 1-23 Between Ontario County and Ontario County Sheriff and The Ontario County Sheriff’s General Unit”.

Motion to approve this resolution was made by Supervisor Wickham. The motion was seconded by Supervisor Russell. The motion carried.

Human Resource Director, Michele Smith, presented a resolution entitled, “Authorization to Execute Contract with Burke Group, LLC for Compensation Consulting Services”.

Motion to approve this resolution was made by Supervisor Russell. The motion was seconded by Supervisor Marshall. The motion carried.

**WAYS AND
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Finance Director, Mary Gates, presented a resolution entitled, “Authorization to Contract with Fiscal Advisors & Marketing, Inc. to Provide Financial Advisor Services”.

Motion to approve this resolution was made by Supervisor Marshall. The motion was seconded by Supervisor Green. The motion carried.

Finance Director, Mary Gates, presented a resolution entitled, “Authorization to Contract with Hobart and William Smith Colleges”.

Motion to approve this resolution was made by Supervisor Phillips. The motion was seconded by Supervisor Marshall. The motion carried.

Finance Director, Mary Gates, presented year end budget transfers to committee.

Motion to approve these year-end budget transfers was made by Supervisor Phillips. The motion was seconded by Supervisor Green. The motion carried.

**COUNTY
ADMINISTRATOR**

County Administrator, Chris DeBolt, gave the following updates:

- The housing study link is live. Please distribute this information regarding the survey to your residents
- Please approve any outstanding dog control contracts

**COUNTY
TREASURER**

Treasurer Gary Baxter asked the committee how they would like him to notify the full Board of any parcel that is being considered to be removed from the annual tax sale auction. After discussion with the committee it was determined that the supervisors would like to receive an email with what parcel is being considered and an explanation of why the parcel is being considered. Treasurer Baxter also noted that he will still send out paper notices to the town Supervisor that the parcel is located in.

Mr. Baxter also asked the committee for direction on what to share with our State representatives regarding the distribution of occupancy tax. Our representatives are looking for more assurances that not all of the occupancy tax collected will be going directly to the Visitors Connection in future years. For 2023, not all of the occupancy tax funds collected will be going directly to the Visitors Connection. A reserve has been set up to place some of those funds in for other agencies or departments to request funding from. These requests have to meet the guidelines set up for that reserve. The County is still in discussions with the Visitors Connection as to how the change in funding will continue to evolve over the next

few years. The committee asked Mr. Baxter to let our representatives know that the County is working with the Visitors Connection regarding a change in the funding formula for the future and how their funding has changed this year. The County will have more information by June to provide to the representatives.

**EXECUTIVE
SESSION**

At 3:48 PM, Supervisor Russell made the motion, seconded by Supervisor Green, to go into executive session regarding discussion on collective negotiations pursuant to Article 14 of the Civil Services Law (the Taylor Law) and to confer with counsel regarding a contract; motion carried.

At 4:23 PM, Supervisor Phillips made the motion, seconded by Supervisor Marshall, to leave executive session; motion carried.

**GOVERNMENTAL
OPERATIONS &
INSURANCE**

Assistant County Attorney, Art James, presented a resolution entitled, "Authorizing a Lease of the Shortsville to Victor Line to Ontario Central Railroad and Finger Lakes Railway Corporation".

Motion to approve this resolution was made by Supervisor Russell. The motion was seconded by Supervisor Wickham. The motion carried.

ADJOURNMENT

Motion to adjourn made at 4:44 PM by Supervisor Green, seconded by Supervisor Ingalsbe, and carried.

**RESPECTFULLY
SUBMITTED**

Kristin A. Mueller, Clerk to the Board

APPROVED