



Minutes
WAYS AND MEANS COMMITTEE
Location: 74 Ontario Street, 2nd Floor and WebEx
Canandaigua, NY 14424

September 28, 2022

MEMBERS PRESENT

In Person:

Chair David Baker
Supervisor Todd Campbell
Supervisor Robert Green
Supervisor Peter Ingalsbe
Supervisor Dan Marshal
Supervisor Rich Russell
Supervisor Andrew Wickham

Via WebEx:

OTHERS PRESENT

In Person:

County Administrator Chris DeBolt
Finance Director Mary Gates
Manager of Financial Ops Lorrie Scarrott
Public Works Commissioner Bill Wright
Senior Fiscal Manager Nellie Puma
Senior Fiscal Manager Michael Wojcik
Associate Planner Tim Jensen
County Treasurer Gary Baxter
County Attorney Holly Adams
Human Resources Director Michele Smith
Safety Coordinator Sherman Manchester
Sheriff Phil Povero
Abigail Marion, Resident Town of Manchester
Board Clerk Kristin Mueller

Via WebEx:

Board Chairman Jack Marren
Planning Director Tom Harvey
OFA Director Irene Coveny
Fiscal Manager Kathleen Meyers
Fiscal Manager Sandy Seeber
Senior Planner Betsy Landre
Public Defender Leanne Lapp
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 September 7, 2022, was made by Supervisor Marshall, and seconded by Supervisor Campbell. The motion carried.

**GOVERNMENT
OPERATIONS &
INSURANCE**

Board Clerk Kristin Mueller presented the following resolution for approval.

- **Resolution:** 2022 Standard Work Days for Elected Officials for Retirement Purposes

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

The following resolution was presented for approval.

- **Resolution:** Authorization to Accept Grant Funding - Ontario County Department of Records, Archives and Information Services

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

**HEALTH &
HUMAN SERVICES**

Supervisor Marshall presented the following Budget Transfer on behalf of the Public Health Department and moved its approval.

- **Budget Transfer:** To Cover Additional Expenses for Coroner Cases

Supervisor Ingalsbe seconded the motion. The motion carried.

PUBLIC SAFETY

Sheriff Phil Povero presented the following four resolutions for approval.

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

- **Resolution:** Acceptance of Donation from Constellation Brands - Ontario County Sheriff's Office
- **Resolution:** Capital Project No. H047-18: Authorize Agreement and Budget Transfer for Purchase Portable Radios
- **Resolution:** Authorization for the Ontario County Sheriff to Accept a Grant from the New York State Governor's Traffic Safety Committee for Child Passenger Safety Incentive Program
- **Resolution:** Acceptance of Grant from Police Traffic Services Program Ontario County Sheriff's Office

The motion carried.

Information regarding Bearcat Usage was distributed and briefly discussed.

Senior Fiscal Manager Kathleen Meyers presented the following Budget Transfer for approval on behalf of the Probation Department.

- **Budget Transfer:** STSJP Program - Probation

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

Senior Fiscal Manager Kathleen Meyers presented the following Budget Transfer for approval on behalf of the Public Defender's Office.

- **Budget Transfer:** To Cover Public Defender's Budget to Cover Unbudgeted Appellate Invoices

Supervisor Campbell made the motion to approve the Budget Transfer. Supervisor Green seconded the motion. The motion carried.

Senior Fiscal Manager Kathleen Meyers presented the following resolution on behalf of the District Attorney's office.

- **Resolution:** Authorizing Contract with Jessica Cary - LMHC, CBE for Trauma Informed Therapy for Crime Victims 2022-2025

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

Senior Fiscal Manager Michael Wojcik presented the following Budget Transfer on behalf of the Sheriff's Office/Self Insurance Fund.

- **Budget Transfer:** To Establish Budget to Purchase Vehicle per Resolution 555-2022 (Self Insurance Fund to reimburse the purchase once complete.)

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

**PLANNING &
ENVIRONMENTAL
QUALITY**

Planning Director Tom Harvey presented the following two resolutions for approval.

- **Resolution:** Closing of Capital Project No. H071-20, Geneva Server Room Upgrade Capital Project

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

- **Resolution:** Establish Capital Project No. H086-22, Jail Security Control System

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

Associate Planner Tim Jensen presented the following resolution for approval.

- **Resolution:** Capital Project No. H033-16, Space Reorganization and Security Enhancement of 3010 County Complex Drive: Contract and Budget Amendment Authorization for Consultant Services Hard Copy Records Conversion Plan

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

PUBLIC WORKS

Public Works Commissioner Bill Wright and Senior Fiscal Manager Nellie Puma presented the following seven items for approval.

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

- **Resolution:** Closing of Capital Project No. H059-19, Replacement of County Road 36 Culvert #32
- **Resolution:** Closing of Capital Project No. H055-19, Replacement of County Road 36 Culvert #36
- **Resolution:** Closing of Capital Project No. H072-20, Culvert Rehabilitation

The motion carried.

- **Resolution:** Creation of Capital Project No. H087-22, County Road 25 Rehabilitation Project - Department of Public Works

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

- **Resolution:** Capital Project No. H074-20, County Wide Cold Storage: Budget Transfer

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

- **Budget Transfer:** Fund Purchase/Buyout of B&G Leased Vehicle E1588

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

- **Resolution:** Authorization to Execute Lease Agreements with Enterprise Fleet Management

Supervisor Green 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 Marshall seconded the motion. The motion carried.

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

- **Resolution:** Creation of Two (2) Office Specialist II Positions and Abolishment of Two (2) Office Specialist I Positions

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

- **Resolution:** Re-title Positions of Staff Social Worker and Staff Social Worker, Part-time to Community Mental Health Professional and Community Mental Health Professional, Part-Time

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

- **Resolution:** Amend 2022 Salary for Psychiatrist Position

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

- **Resolution:** Authorizing Amended Memorandum of Agreement No. 5-2022 Between Ontario County and C.S.E.A., Local 1000 AFSCME, AFL-CIO

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

- **Discussion:** Proposed Salary Increase to Board of Supervisors Salaries in 2023

Discussion took place regarding proposed salary increases for the Board of Supervisors. It was noted that this change to the board salaries would be in lieu of the salary increase already approved for 2023 and would require a local law with permissive referendum.

Supervisors Campbell, Green, Ingalsbe, Marshall, and Russell voted to move forward with an adjustment to the board salaries in 2023. Supervisor Wickham and Supervisor Baker were not in favor of the motion. Four of the five voting to move forward agreed to \$18,000 with corresponding ratios. HR Director Michele Smith will take the necessary steps to move forward with the recommendation.

**WAYS & MEANS
STANDING
COMMITTEE**

County Treasurer Gary Baxter presented the following two items for approval.

- **Budget Transfer:** To Increase Budget Amount for Year End Legal Bills from Jason Diponzio and Prior Year Invoice for Document Searches

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

- **Resolution:** Authorizing a Contract with Systems East, Inc. for Support and Maintenance of Tax Collection Software and Printing of Tax Bills

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

**Finance Update
2023 Budget Review**

It was noted that the 2023 Department Budget Review with the Ways and Means Committee took place on Tuesday, September 27, 2022. All budgets were approved as presented for the 2023 Tentative Budget.

Based on the approved department budgets, Finance Director Mary Gates distributed to the Committee revised reports for the following, noting that the Tax Rate for 2023 remains flat at \$6.31.

- ~ 2023 Budget Summary Totals & Tax Levy by Fund
- ~ 2022-2025 General Fund Balance Estimate
- ~ 2023 Tax Cap
- ~ 2012 Through 2023 Valuation
- ~ 2023 Equipment Listing
- ~ Funding Plan for Purposes of Assessing Tax Levy Impacts

County Administrator

County Administrator DeBolt presented information regarding the “Public Space Designation of County Property Policy.” The proposed policy approved by the Government Operations and Insurance Committee will be submitted to the Board for their consideration on October 6th.

Privilege of the Floor

Abigail Marion, resident of the Town of Manchester, was given the opportunity to ask questions for clarification regarding town supervisors.

EXECUTIVE SESSION No Executive Session needed.

ADJOURNMENT Being no further business to come before the Committee, the meeting was adjourned at 4:05 p.m., following a motion by Supervisor Green, and seconded by Supervisor Wickham. The motion carried.

The next regularly scheduled meeting for the Ways & Means Committee is Wednesday, October 19, 2022, at 3:00 p.m. at 74 Ontario Street and via WebEx.

Respectfully submitted,

Judy Mantai, Confidential Secretary