



## Minutes

### WAYS AND MEANS COMMITTEE

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

**May 5, 2021**

#### **MEMBERS PRESENT**

In Person: Supervisors David Baker, Todd Campbell and Drew Wickham

Via WebEx: Supervisors Robert Green, Peter Ingalsbe, Dan Marshall, and Kris Singer.

#### **OTHERS PRESENT**

In Person: County Administrator Chris DeBolt, County Attorney Holly Adams, First Assistant County Attorney Lea Nacca, Assistant County Attorney Art James, Treasurer Gary Baxter, Public Works Commissioner Bill Wright, Sr. Fiscal Manager Nellie Puma, Probation Director Jeff Rougeux, and Deputy Clerk to the Board Diane Foster.

Via WebEx: Chairman Marren, Public Health Director Mary Beer, Finance Director Mary Gates, Human Resource Director Michele Smith, Safety Coordinator Sherman Manchester, Sr. Fiscal Manager Michael Wojcik, Real Property Director Donna LaPlant, Emergency Management Director Jeff Harloff, Economic Developer Mike Manikowski, Economic Specialist Sue Vary, Chief Information Office Sean Barry, Sheriff Henderson, County Clerk Matt Hoose, Conflict Defender Carrie Bleakley, Fiscal Manager Sandy Seeber, FLCC President Robert Nye, outside counsel Jason DiPonzio, and Clerk to the Board Kristin Mueller.

#### **CALL TO ORDER**

Supervisor Baker called the committee meeting to order at 3:00 PM.

#### **MINUTES**

Motion to approve the minutes of April 14, 2021 meeting was made by Supervisor Marshall, seconded by Supervisor Campbell, and carried.

#### **PUBLIC HEALTH**

Public Health Director, Mary Beer, presented the following COVID-19 updates:

- 7169 Total positive cases since we started tracking
- 20 New cases today
- 10 In the hospital
- 106 Total deaths
- 169 People are currently being isolated after testing positive
- 340 People have been in contact with a positive person and are being quarantined

#### **PUBLIC SAFETY**

Sheriff Henderson presented a resolution entitled, "Acceptance of Donation – Ontario County Sheriff's Office"

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

Emergency Management Director Jeff Harloff presented the following two resolutions:

- Authorization to Amend State Homeland Security Program Grant Budget – (SHSP FY19 ~ CFDA #97-.067)
- Authorization to Amend State Homeland Security Program Grant Budget – (SHSP FY20 ~ CFDA #97-.067)

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

## **GOVERNMENTAL OPERATIONS & INSURANCE**

Chief Information Officer Sean Barry presented a resolution entitled, “Transfer of Funds from Aerial Digital Imaging Reserve”

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

## **PLANNING & ENVIRONMENTAL QUALITY**

Economic Developer Mike Manikowski presented a resolution entitled, “Fixing Date and Notice for a Public Hearing for Community Development Block Grant Cares Act Application”

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

## **CAPITAL PROJECTS/PUBLIC WORKS**

Commissioner Wright presented a resolution entitled, “Capital Project No. H072-20 – 2021 Culvert Rehabilitation – Award Bid B21018 for Construction”

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

Commissioner Wright presented a resolution entitled, “Capital Project No. H056-19 – Honeoye Lake Wastewater Treatment Plant Improvements – Award Contracts for Construction (B20000)”

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

## **SAFETY REPORT**

Mr. Manchester reported that so far, we are starting off very similar to the past three year and had no recordable injuries since last cycle.

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

## **HUMAN RESOURCES**

Human Resource Director Michele Smith presented the following resolution entitled, “Creation of Probation Officer (DBL) Position”

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

Human Resource Director Michele Smith presented the following resolution entitled, “Salary Adjustment – Peter Chambers”

Ms. Smith noted that the amount of Band 4 Step 1 should read \$104,636 not \$106,728.

**Motion to amend** this resolution to \$104,636 was made by Supervisor Wickham. The motion was seconded by Supervisor Campbell. The motion carried.

**Motion to approve** this resolution as amended was made by Supervisor Wickham. The motion was seconded by Supervisor Campbell. The motion carried.

Human Resource Director Michele Smith presented the following resolution entitled, “Approval of Contract with Finger Lakes Community College for SUNY Workforce Development Grant Training Program”

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

**WAYS & MEANS**

Assistant County Attorney Art James presented a resolution entitled, “Approving a Change to the 2021 Tax Delinquent Property Auction Date”

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

Mr. James noted that the County sent out over 80 hardship form and only 13 were returned and currently out of those 13 only 4 have not paid. None of the parcels in the auction returned a hardship form even with the Treasurer speaking to them about the hardship form option.

Treasurer Gary Baxter let the committee know that the County won an appeal on a foreclosure parcel that was in litigation. The judge wrote a six page decision in favor of the County.

Finance Director Mary Gates presented the following:

- Local Law No. 2 (Intro.) of 2021 – Overriding Tax Cap for 2022 Budget
- Resolution: Fixing Date and Notice for the Public hearing on Local Law No. 2 (Intro.) of 2021

**Motion to approve** these two items as a block was made by Supervisor Campbell. The motion was seconded by Supervisor Green. The motion carried.

Finance Director Mary Gates presented to committee the sales tax report and first quarter financial review.

Finance Director Mary Gates presented a resolution entitled, “2022-2023 Budget Guidelines”

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

**COUNTY ADMINISTRATOR**

County Administrator, Chris DeBolt, informed the committee of the following items:

- No cases or quarantines in our workforce in two weeks
- They are working with schools on prom and graduation guidance
- Recently just received guidance from the State for venues
- Federal Funding should be coming by May 11<sup>th</sup>

**PRIVILEGE OF FLOOR**

Treasurer Gary Baxter informed the committee that if the Governor signs the bill that makes it so Villages won’t be able to relevy water bills on the Village tax bills this year it will cause problems. Currently they can but if the bill gets signed the County will have to take back the money that they made the Village whole with.

**EXECUTIVE SESSION**

At 4:01 PM, Supervisor Wickham made the motion, seconded by Supervisor Campbell, to go into executive session regarding discussion on proposed, pending, or current litigation and to confer with counsel; motion carried.

At 5:40 PM, Supervisor Marshall made the motion, seconded by Supervisor Wickham, to leave executive session; motion carried.

**ADJOURNMENT**

Motion to adjourn made at 5:41 PM by Supervisor Campbell, seconded by Supervisor Wickham, and carried.

**RESPECTFULLY SUBMITTED**

Kristin A. Mueller, Clerk to the Board