



Minutes

WAYS AND MEANS COMMITTEE

Location: 74 Ontario St.,

2nd Floor Committee Room, Canandaigua, NY 14424

July 28, 2021

- MEMBERS PRESENT** Chairman David Baker, Supervisors Todd Campbell, Dan Marshall, Kris Singer, Peter Ingalsbe, Robert Green, and Drew Wickham
- OTHERS PRESENT** Supervisors Fred Lightfoote, Ted Bateman, David Phillips, Chairman Jack Marren, County Administrator Chris DeBolt, Deputy County Administrator Brian Young, County Attorney Holly Adams, 1st Assistant County Attorney Lea Nacca, Finance Director Mary Gates, Commissioner of Public Works, Bill Wright, Sr. Fiscal Manager Nellie Puma, Human Resources Director Michele Smith, Sustainability & Solid Waste Mngr. Dir. Carla Jordan, Probation Director, Jeff Rougeux, County Treasurer Gary Baxter, Public Health Director Mary Beer, Sheriff Kevin Henderson, CPA and Partner of Mengel Metzger Barr & Co. Tom Zuber and Deputy Clerk to the Board Diane Foster.
Via WebEx: Director of Children with Special Needs, Chasa Petroski, Deputy Director of Human Resources Lindsey Burgess, Fiscal Manager Kathleen Meyers, Fiscal Manager Sandy Seeber, Safety Coordinator Sherman Manchester, Manager of Audit & Finance Projects Mary Burnett, FLCC President Dr. Robert Nye
- CALL TO ORDER** Supervisor Baker called the committee meeting to order at 3:40 PM.
- MINUTES** Motion to approve the minutes of July 7, 2021 meetings was made by Supervisor Dan Marshall, seconded by Supervisor Andrew Wickham, and carried.
- WAYS AND MEANS** Mr. Tom Zuber reviewed and highlighted the audited 2020 financial report, internal control communications, and other reports through a power point presentation.
Mary Gates commented that they will be working on establishing a reserve fund policy.
Supervisor Andrew Wickham, seconded by Supervisor Todd Campbell, motioned to accept the report. The motion carried.
- PUBLIC SAFETY** Supervisor Kris Singer motioned to approve the following three resolutions as a block, seconded by Supervisor Bob Green: The motion carried.
- Authorization to Accept FY2022 Police Traffic Services (PTS) Grant
 - Authorization to Accept FY2022 Child Passenger Safety (CPS) Grant
 - Authorization to Accept Public Safety Answering Points Operations Grant from NYS Division of Homeland Security and Emergency Services
- Supervisor Bob Green motioned to approve the resolution entitled “Authorization to Accept Article 13-A Classification/Alternative to Incarceration (ATI) Funding from DCJS”, seconded by Supervisor Todd Campbell. The motion carried.
- HEALTH & HUMANE SERVICES** Supervisor Dan Marshall motioned to approve the resolution entitled “Authorization to Increase the Rate for Rabies Clinic Veterinary Services”, seconded by Supervisor Bob Green. The motion carried.

PLANNING AND ENVIRONMENTAL QUALITY

Sustainability and Solid Waste Director Carla Jordan presented a resolution entitled "Ontario County Landfill Financial Plan for Permit Success Payments for 2022-2028". Discussion took place on the funding of a new position for the Sustainability and Solid Waste Management Department and what is happening with the funds from the Landfill and how they are looking at the challenge when the funds no longer come in.

Supervisor Kris Singer motioned to approve the resolution, seconded by Supervisor Andrew Wickham. The motion carried.

CAPITAL PROJECTS/PUBLIC WORKS

Nellie Puma presented two resolutions; one entitled "Award Bid B21053 to Emcor Services Betlem for Cooling Tower CT-3 Equipment Replacement at 3010 County Complex Drive, Human Services Building" and the other entitled "Award Bid B21054 to John W. Danforth Company for Boiler B-3 Replacement at Ontario County Jail".

Supervisor Peter Ingalsbe motioned to approve the two resolutions as presented as a block, seconded by Supervisor Todd Campbell. The motion carried.

SAFETY REPORT

Mr. Manchester reported that there were no new recordables for the County only and one new recordable for all participants.

Motion to approve the report made by Mr. Manchester was made by Supervisor Kris Singer, seconded by Supervisor Todd Campbell and carried.

HUMAN RESOURCES

Supervisor Kris Singer motioned to approve the resolution entitled "Create Coordinator, Children with Special Needs Program Position and Abolish Registered Professional Nurse Position" and the resolution entitled "Reclassifying an Office Specialist I Position to a Legal Records Clerk Position" as a block, seconded by Supervisor Peter Ingalsbe. The motion carried.

Human Resources Director Michele Smith presented the second quarter retention report. Ms. Smith reminded the committee the County still has safety protocols related to wearing of masks if you are unvaccinated.

WAYS & MEANS

Treasurer Gary Baxter presented the budget for account AA1325 and AA1362.

Supervisor Kris Singer motioned to approve budget AA1325 and AA1362 as presented, seconded by Supervisor David Baker. The motion carried.

Mr. Baxter presented a budget transfer for additional legal services.

Supervisor Kris Singer motioned to approve the budget transfer as presented, seconded by Supervisor Andrew Wickham. The motion carried.

Audit Manager Mary Burnett presented the 2021 2nd quarter sales tax distribution amounts.

Finance Director Mary Gates presented a resolution entitled "Authorization to Enter into a Contract with Three + One for Liquidity Monitoring & Treasury Analyses".

Supervisor Kris Singer motioned to approve the resolution as presented, seconded by Supervisor Andrew Wickham. The motion carried.

COUNTY ADMINISTRATOR

Supervisor Dan Marshall motioned to approve the two resolutions entitled "Approval of Invoices from Emergency Medical Services Providers that Assisted with COVID 19 Vaccination Clinics" and a resolution entitled "Resolution Calling on the Governor to Complete Affordable Care Act Enhanced Federal Medicaid Assistance Parentage Reconciliations that are Years Overdue and Immediately Release the Federal Funds Owed to Counties and New York City". as presented as a block, seconded by Supervisor Andrew Wickham. The motion carried.

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

- COVID cases are on the rise
- They will be meeting with the school superintendents
- August 11th will be Shared Services
- August 26th traveling Board meeting at Gannett Hill
- September 21st Employee Appreciation Picnic
- September 23rd Board Retreat with Soil and Water

**EXECUTIVE
SESSION**

At 4:39 PM, Supervisor Todd Campbell made the motion, seconded by Supervisor Dan Marshall, to go into executive session regarding discussion on collective negotiations pursuant to Article 14 of the Civil Services Law (the Taylor Law) and matters related to the employment or discipline of a particular person; motion carried.

At 5:02 PM, Supervisor Kris Singer made the motion, seconded by Supervisor Andrew Wickham, to leave executive session; motion carried.

Mary Gates reported, because of a delay in the audit, it delayed ADD filing and they are working through finalizing that. She said she recently received a phone call from the state comptroller's office informing her that if they didn't have the ADD by July 26th, they couldn't guarantee that they would have it in time to utilize it when they do the fiscal stress reporting. She reported it did not get filed by the 26th and it is possible that when they do their fiscal stress reporting, it may say no data available.

ADJOURNMENT

Motion to adjourn made at 5:04 PM by Supervisor Todd Campbell, seconded by Supervisor Andrew Wickham, and carried.

**RESPECTFULLY
SUBMITTED**

Diane R. Foster, Deputy Clerk to the Board