



## Minutes

### WAYS AND MEANS COMMITTEE

Location: 74 Ontario Street, 2<sup>nd</sup> Floor and WebEx  
Canandaigua, NY 14424

August 18, 2021

#### MEMBERS PRESENT

Supervisors David Baker, Todd Campbell, Bob Green, Peter Ingalsbe, Dan Marshall, and Andrew Wickham. Kris Singer present via WebEx - non-voting.

#### OTHERS PRESENT

In person: County Administrator Chris DeBolt, Finance Director Mary Gates, Human Resources Director Michele Smith, Public Defender Leanne Lapp, Sheriff Kevin Henderson, Emergency Management Director Jeff Harloff, County Attorney Holly Adams, Public Works Commissioner Bill Wright, Senior Fiscal Manager Nellie Puma, Senior Fiscal Manager Michael Wojcik, Board Clerk Kristin Mueller, Confidential Secretary Judy Manntai.

Via WebEx: Chairman Jack Marren, Information Services Director Sean Barry, Purchasing Director Debbie Gierman, Finance Deputy Director Lorrie Scarrott, Manager of Audit and Special Projects Mary Burnett, Assistant County Attorney Lea Nacca, Human Resources Deputy Director Lindsey Burgess, Fiscal Manger Kathleen Meyers, Fiscal Manager Sandy Seeber

FLCC: Vice President for Administration and Finance Adam Rathbun

#### 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 and Means Committee on July 28, 2021, and the Joint Meeting of Public Works Committee and Ways and Means Committee on July 28, 2021, was made by Supervisor Marshall, and seconded by Supervisor Green. The motion carried.

#### FLCC

Vice President Adam Rathbun presented the following FLCC resolution for approval.

- **Resolution:** Adoption of Finger Lakes Community College Operating Budget Amendment for the Fiscal Year September 1, 2020 Through August 31, 2021

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

## PUBLIC SAFETY

Public Defender Leanne Lapp presented the following three resolutions for approval.

Supervisor Green made the motion to consider the following two items for approval as a block. Supervisor Marshall seconded the motion.

- **Resolution:** Authorization to Extend SAMHSA Treatment Drug Court Grant, Year 4
- **Resolution:** Acceptance of Contract - Corey VanHall  
A correction was noted on this resolution, deleting the first *Resolved* paragraph.

The motion carried to approve the two resolutions, including the amendment to the resolution for the “Acceptance of Contract - Corey VanHall”.

Supervisor Wickham made the motion to approve the following resolution. Supervisor Campbell seconded the motion.

- **Resolution:** Amendment of Salary: Associate Level Attorney - Management Compensation Plan

The motion carried.

The following resolution was presented on behalf of two departments. Probation Director Jeff Harloff presented the Emergency Management portion. Sheriff Henderson addressed the portion related to the Sheriff’s Office.

- **Resolution:** Acceptance of State Homeland Security Program Grant (SHSP FY21 - CFDA # 97.067)

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

Chairman Baker made the motion to amend the resolution and reduce the Sheriff’s Office Projects amount by \$8,500 to remove the License Plate Readers from the approved project amount.

The motion to amend the resolution failed.

The motion carried to approve the resolution as submitted.

**GOVERNMENT INSURANCE & OPERATIONS**

Information Services Director Sean Barry presented the following resolution for approval.

- **Resolution:** Acceptance of State Homeland Security Program Grant (SHSP FY21 - CFDA # 97.067)

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

Supervisor Ingalsbe made the motion to approve the following resolution on behalf of the Board of Elections.

- **Resolution:** Resolution to Purchase UTV Trailer and Deckover Trailer - Board of Elections

Supervisor Marshall seconded the motion. The motion carried.

**HEALTH & HUMAN SERVICES**

Supervisor Marshall made the motion to approve the following resolution on behalf of Public Health.

- **Resolution:** Authorization to Accept EIADM Grant FY2021-2026

Supervisor Wickham seconded the motion. The motion carried.

**CAPITAL PROJECTS**

Public Works Commissioner Bill Wright presented the following resolution for approval.

- **Resolution:** Capital Project No. H065-19, County Road 50 Preventive Maintenance: Acceptance of Supplemental Agreement #1 to New York State Revenue Contract

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

**HUMAN RESOURCES**

Human Resources Director Michele Smith presented the Safety Report for consideration.

Supervisor Green made the motion to accept the Safety Report. Supervisor Wickham seconded the motion. The motion carried.

**WAYS & MEANS  
STANDING COMMITTEE**

Purchasing Director Debbie Gierman presented the following resolution for approval.

- **Resolution:** Authorization to Enter into a Contract with CGR-Center for Governmental Research for Public Safety Consulting Services

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

Finance Director Mary Gates presented the following budget transfer for approval.

- **Budget Transfer:** DiSC 360 Through Leadership Logic

Supervisor Wickham made the motion to approve the budget transfer of \$3,600 from Contingency. Supervisor Campbell seconded the motion. The motion carried.

**County Administrator Update**

County Administrator Chris DeBolt briefly commented on the following:

- ~ Third Covid vaccine dose has been approved for certain individuals.
- ~ Reinstatement of the mask policy for Ontario County employees due to an increase in Covid cases in Ontario County.
- ~ Working with schools regarding back to school procedures and the reinstatement of athletic programs.

**2022-2023 Budget Review for Ways and Means Departments**

The following department budgets were presented by Department Heads or a fiscal representative and action taken as indicated.

AA1345 - Purchasing	Motion by Wickham; Second by Ingalsbe; Carried
AA1430 - Human Resources	Motion by Wickham; Second by Campbell; Carried
AA9050 - Unemployment Insurance	Motion by Ingalsbe; Second by Wickham; Carried
AA9060 - Hospital & Medical	Motion by Campbell; Second by Green; Carried
AAC104 - Employee Safety	Motion by Marshall; Second by Wickham; Carried
AAC109 - Human Resources - Deferred Comp	Motion to approve with amendment by Green (Reduce Total Revenues from \$7,500 to \$7,000); Second by Campbell; Carried
AAC901 - Employee Tuition Reimbursement	Motion by Campbell; Second by Ingalsbe; Carried
AAC902 - Compensated Absences	Motion by Wickham; Second by Campbell; Carried
AA1930 - Judgments and Claims	Motion by Marshall; Second by Campbell; Carried
AA1950 - Assessments on County Property	Motion by Wickham; Second by Ingalsbe; Carried
AA1310 & AAC102 - Finance Department	Motion by Ingalsbe; Second by Wickham; Carried
AA2490 - Community College Tuition for Out of County	Motion by Green; Second by Campbell; Carried

- VV1380 - Debt Service Motion by Wickham; Second by Marshall; Carried
- AA1340 - Budget Motion by Campbell; Second by Ingalsbe; Carried
- AA1985 - Distribution of Sales Tax Motion by Campbell; Second by Ingalsbe; Carried
- AA2495 - FLCC Sponsor Contribution Motion by Wickham; Second by Campbell; Carried  
Supervisor Green voted in opposition to the motion to approve.
- AA4530 - Health Facility Motion by Marshall; Second by Ingalsbe; Carried
- AA5630 - Transportation – County Sponsorship Motion by Campbell; Second by Marshall; Carried
- AA9901 - Interfund Transfer Motion by Ingalsbe; Second by Campbell; Carried
- AAC903 - Undistributed Motion by Marshall; Second by Green; Carried

**EXECUTIVE SESSION**

At 4:21 p.m., Supervisor Green made the motion to move into Executive Session to discuss legal matters and labor relations matters with counsel. Supervisor Campbell seconded the motion. The motion carried.

At 4:34 p.m., Supervisor Green made the motion to move out of Executive Session. Supervisor Campbell seconded the motion. The motion carried.

**Department Budget Review**

Chairman Baker noted that the Ways and Means Committee 2022 Department Budget Review will take place on Tuesday, September 28<sup>th</sup>, beginning at 8:00 a.m. The meeting will take place at 3019 County Complex Drive, Room 204.

**ADJOURNMENT**

Being no further business to come before the Committee, the meeting was adjourned at 4:40 p.m., following a motion by Supervisor Marshall, and seconded by Supervisor Campbell. The motion carried.

The next regularly scheduled meeting for the Ways & Means Committee is Wednesday, September 8, 2021, at 3:00 p.m. at 74 Ontario Street and via WebEx.

Respectfully submitted,

Judy Manntai, Confidential Secretary