

FINANCE COMMITTEE MEETING AGENDA

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

Date: Tuesday, August 04, 2020 @ 9:00 AM

Location: *Supervisors' Chambers, 2nd floor of the government center & Zoom Conference Call. Meetings remain closed to the public.*

The public can observe via *BOS YouTube Channel* (<https://www.youtube.com/channel/UCcfZs0H1gcOl67v1R8g-Ow>)

Present: *Kehl, Grant*, Leuer, Brick, Berwanger, King, Ryan, May, Brunner

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
Committee Chair's Agenda			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:00 AM Information Technology w/T. MacConnell			
1. Professional Service Contract \$3,001- \$5,000: Authorize Chairman and IT Director to sign a contract, pursuant to General Municipal Law §104(b), <i>Dox Electronics Inc.</i> , 105 College Ave. Rochester NY 14607 to install and configuring exchange server 2016 at an hourly rate of \$140.55 per hour, estimated scope of project 35 hours not to exceed \$4,919.25; effective August 4, 2020 through 12/31/2020.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. FYI <ul style="list-style-type: none"> • Email Upgrade: • DSS Computer replacement. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:15 AM Treasurer w/C. Mayer			
1. Hand out <u>Financial Reports</u> for Prior Month.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Professional Service Contract \$5,001 or greater: Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <i>Lineage</i> , 150 Lawrence Bell Drive, Suite 100, Williamsville, NY 14221 for a Folding Machine service agreement for Central Storeroom in an amount of \$1,854.72/annually; effective August 24, 2017 renewable annually until written termination.	<i>The contract with Lineage came through committee as an FYI contract (under \$3,000) with an annual amount of \$1,854.72. However, the contract renews annually until written termination is received. The aggregate amount determines what approval is needed. This should have come through committee as a contract \$5,001.00 and over. Supporting documentation outstanding.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: _____

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
5. 2020 Appropriation (on Behalf of Hospital): To: 01.52.9950.9.9902 Interfund Transfer \$1,600,000.00 <i>w/Any Funds Available</i> Reason: To fund WCCH due to shortfall.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
5. 2020 Appropriation (on Behalf of Hospital): To: 02.56.4510.1.10101 Full Time CSEA Contract \$1,600,000.00 <i>w/02.13.4510.5031 Interfund Transfer \$1,600,0000.00</i> Reason: To fund WCCH due to shortfall.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Clerk to the Board w/C. Ketchum			
1. Sales Tax Extender was signed on 04/03/20; Chap. 58 of the laws of 2020.	<u>DRAFT Resolution</u> as approved by NYS Taxation and Finance.	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Amend Resolution #20-303 passed by the Board of Supervisors on July 14, 2020, entitled “Insurance Premiums for the 2020/2021 Policy Term through Tompkins Insurance Agencies, Inc. Approved” to reflect the following addition to the AXIS Pro Privasure Cyber Liability policy: <ul style="list-style-type: none"> • Increase amount from \$23,975.00 to \$49,957 to include WCCH 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Board of Supervisors w/B. Kehl			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
Wyo. Co. Community Hospital w/J. McTernan			
1. <i>General Update</i>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <i>Professional Service Contract, all Physician Contracts and/or \$50,001 or greater:</i> Authorize the Chairman to sign an independent contractor agreement with GENERAL PHYSICIAN, PC (GPPC) , 726 Exchange Street, Suite 710, Buffalo, NY 14210, to provide inpatient cardiology services, not to exceed \$150,000 per year, effective 11/01/2020 – 10/31/2022.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. Amend Resolution #17-199 approved on 04/11/2017 with UNIVERSITY EMERGENCY MEDICAL SERVICES, INC. d/b/a UBMD Emergency Medicine , 100 High Street, D-6, Buffalo, NY 14203 related to emergency department services as follows: <ul style="list-style-type: none"> • Change the contracting party address to 77 Goodell Street, Suite 340, Buffalo, NY 14203. • Extend the term of the existing contract from 07/01/2017 – 12/31/2020 through 07/01/2017 – 12/31/2022. • Same terms and conditions. 	Resolution #20-239 approved on 05/12/2020 Resolution #17-199 approved on 04/11/2017	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: _____

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
4. Amend Resolution #20-208 approved on 04/14/2020 with CAREFUSION SOLUTIONS, LLC , 3750 Torrey View Court, San Diego, CA 92130 related to Pyxis drug dispensing equipment as follows: <ul style="list-style-type: none"> • Increase the not to exceed amount from \$341,295.00 <i>to \$341,299.00.</i> • Increase the not to exceed amount of the 5 year service agreement from \$87,060.00 <i>to \$107,040.00</i> due to an additional 5 machines. • All other terms and conditions remain the same. 	Resolution #20-208 approved on 04/14/2020	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
5. <i>Amend Salary Schedule X as follows:</i> <ul style="list-style-type: none"> • Abolish one (1) position of <i>Medical Receptionist</i> (1.00 FTE) (Position Code 12.192.153) under <u>WYOMING COUNTY FAMILY MEDICINE – O'DELL</u>, effective 07/25/2020. • Increase one (1) position of <i>Medical Office Assistant</i> (Position Code 12.182.480) under <u>WYOMING COUNTY FAMILY MEDICINE – ARCADE</u> from 0.70 FTE to 1.00 FTE, effective date 07/26/2020. • Increase one (1) position of <i>Medical Receptionist</i> (Position Code 12.189.153) under <u>WYOMING COUNTY FAMILY MEDICINE – ARCADE</u> from 0.80 FTE to 1.00 FTE, effective date 07/26/2020. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Real Property Tax Services w/			
1. Accept the resignation of RPTS Director, Jim Kirsch presented to the Chairman of the Board, J. Davis on July 7, 2020; effective August 7, 2020.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
2. <i>Position Fill:</i> <i>Real Property Tax Services</i> Fill one (1) position of <u><i>Director of Real Property Tax Services</i></u> (position code 001.102) on Salary Schedule D currently at \$70,107.00 annually and \$10,763 stipend for managing the Countywide Assessing Program. Position available August 8, 2020.	Any potential offer would also include a non-compete clause. Set a salary range of \$_____ to \$_____ commensurate with education and experience. Residency Waiver?	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Off Track Betting w/S. May	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Co. Insurance Office w/D. Perkins	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Other/Referrals:			
HUMAN RESOURCES			
Human Resource			
1. <i>Position Fill:</i> <i>Buildings and Grounds</i> Fill one (1) position of <u><i>Working Supervisor</i></u> (1.00 FTE) (position code 043.276) on CSEA Salary Schedule B, Job Grade 10/Step 1 at an hourly rate of \$19.58/hr. Person Vacating: J. Ferris; effective July 17, 2020. Position available August 5, 2020.	Ryan Paddock to be promoted to working supervisor.	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>2. <i>Position Fill:</i></p> <p style="text-align: center;"><i>Buildings and Grounds</i></p> <p>Fill one (1) position of <u><i>Building Maintenance Mechanic</i></u> (1.00 FTE) (position code 045.032) on CSEA Salary Schedule B, Job Grade 9/Step 6 at an hourly rate of \$21.03/hr. Person Vacating: Ryan Paddock; effective August 4, 2020. Position available T.B.D.</p>	<p><i>Jeff Ferris to be reinstated as a Building Maintenance Mechanic.</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>3. <i>Position Fill:</i></p> <p style="text-align: center;"><i>Social Services</i></p> <p>Fill one (1) position of <u><i>Account Clerk</i></u> (1.00 FTE) (position code 170.002) on CSEA Salary Schedule A, Job Grade 4 at an hourly rate of \$17.10/hr. - \$18.82/hr. Person Vacating: Heather Sheehan; effective July 5, 2020. Position available: August 5, 2020.</p>	<p><i>An emergency fill was approved by Chairman Davis on 06/30/20.</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>4. <i>Position Fill:</i></p> <p style="text-align: center;"><i>Social Services</i></p> <p>Fill one (1) position of <u><i>Senior Account Clerk</i></u> (1.00 FTE) (position code 159.216) on CSEA Salary Schedule A, Job Grade 6 at an hourly rate of \$17.92/hr. - \$19.98/hr. Person Vacating: Andrew Maurer; effective June 21, 2020. Position available: August 5, 2020.</p>	<p><i>An emergency fill was approved by Chairman Davis on 06/30/20.</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

Committee Chair Initials: _____

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>5. <i>Position Fill:</i> <i>Real Property Tax Services</i> Fill one (1) position of <u>RPTS Assessor</u> (1.00 FTE) (position code 013.002) on Salary Schedule S currently at \$69,000.00 annually. Person Vacating: Mary Kern; effective March 27, 2020. Position available August 512, 2020.</p> <p style="text-align: center;"><i>#5 & #7 go together</i></p>	<p><i>NYS ORPTS requires that the RPTS Director have a 6 mos. training program prior to state approval to the position of RPTS Assessor for candidates not meeting state minimum qualifications. State approval of the appointment to the position of Assessor is also a pre-requisite. Once approved by NYS ORPTS, the candidate has two years to complete state certification courses to obtain certification and maintain the appointment of the position. This in addition to the Civil Service Exam.</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>6. <i>Amend Salary Schedule S:</i> <i>Real Property Tax Services</i> To set the annual salary of the <i>RPTS Assessor</i> to \$45,000.00 annually, effective August 512, 2020.</p>	<p><i>Only if #5 is approved.</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>7. <i>Position Fill:</i> <i>Health Department</i> Fill one (1) position of <u>Environmental Health Aide</u> (per diem) (position code 144.117) on Schedule G, following CSEA Schedule A, Job Grade 9 (\$19.07-\$21.69/hr.), plus 10% with only those benefits mandated by law - Article 13.1(b). To provide coverage during an employee LOA. Position available August 17, 2020.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>8. <i>Appropriation:</i> To: 01.34.1431.4.41206 Operating Expense/Misc. \$10,000.00 <i>w/any funds available</i> \$10,000.00 Reason: To cover background checks for 150 Election Inspectors.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
PUBLIC WORKS			
Buildings & Grounds			
1. <i>Transfer:</i> From: 01.34.1620.2.23001 Motor Vehicle Purchases \$5,050.39 To: 01.34.1620.4.40508 Private Auto Repair \$3,176.20 01.34.1620.4.40510 Parts and Supplies \$1,874.19 Reason: To cover cost of necessary accessories for new truck.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
PUBLIC SAFETY			
Public Defender			
1. <i>Amend Salary Schedule G:</i> To establish Council at First Appearance (CAFA) 3 stipends; effective July 26, 2020 through December 31, 2022 <ul style="list-style-type: none"> • <i>Public Defender</i> (position code 003.503) \$5,000.00 • <i>Assistant Public Defender (1st)</i> (position code 004.503) \$2,500.00 • <i>Assistant Public Defender (2nd)</i> (position code 001.503) \$16,000.00 • <i>Assistant Public Defender (3rd)</i> (position code 002.503) \$2,500.00 • <i>Secretary to the Public Defender, PT</i> (position code 005.503) \$2,000.00 • <i>Secretary I</i> (position code 006.350) \$1,500.00 • <i>Investigator</i> (position 007.514) \$10,000.00 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Signature of Committee Chairman: p/B. Kehl (minutes prepared by _____).

Next Finance Committee Meeting scheduled for **Tuesday, September 01, 2020 @ 9:00 AM.**

Committee Chair Initials: _____