

FINANCE COMMITTEE MEETING AGENDA

Date: Tuesday, December 3, 2019 @ 9:00 AM

Present: **Brick, Grant**, Kehl, Granger, Davis, Tallman, Leuer, May, Ryan, Copeland

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
9:30 AM Treasurer w/C. Mayer			
1. Hand out <u>Investment, Income & Sales Tax Report for Prior Month.</u>		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 Fiscal Advisors and Marketing , 120 Walton Street, Suite 600, Syracuse, NY 13020, for the provision of Financial Advisory Services in an amount not to exceed \$50,000; effective January 1, 2019 through December 31, 2019.	Sent 11/26 for Co Attorney approval	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. Capital Assets Inventory Update	Highway infrastructure recorded on County software.	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
4. Professional Service Contract \$5,001 or greater: Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with Venesky & Company , 6114 Route 31, Cicero, NY 13039, for the provision of Accounting Services producing the Indirect Cost Recovery Plan in an amount not to exceed \$42,000; effective January 1, 2020 through December 31, 2020.	Sent 11/25 for Co Attorney approval Three year contract. \$14,000 per year Cost has never increased since 2011	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
5. Deferred from last month: Professional Service Contract \$5,001 or greater: Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), ThreePlusOne , Toby Village Park Office, 180 Office Park Way, Pittsford, NY 14534 for the provision of initial Investment Financial Analyses at a rate of \$15,000; effective November 8, 2019.	\$15,000 initial Analysis fee. Continuing quarterly monitoring and reporting fees of .0003deducted from additional interest earned in perpetuity until severed by 30 day written notice. Discussion of status	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Deferred from last month: Appropriation: To: 01.33.1325.4.40301 Professional Service \$15,000.00 <i>w/any funds available</i> Reason: To cover new contractual service.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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<p>6. Appropriation: To: 01.51.9781.7.70001 E911 16-300 BAN interest \$976.18 <i>w/any funds available</i> Reason: BAN interest budgeted at estimate of current rates. Rates realized higher when BAN actually renewed.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>7. Appropriation (County Forest Land): To: 01.49.8710.4.41802 Reforestation Taxes \$154.14 <i>w/any funds available</i> Reason: Tax Increase – School tax bills for County owned land.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
9:45 AM Real Property Tax Services w/J. Kirsch			
<p>1. Appropriation: To: 01.33.1355.1.10001 Salaries S/D/I \$7,520.00 01.33.1355.2.20001 Furniture \$4,600.00 01.33.1355.8.83001 FICA \$466.24 01.33.1355.8.85001 Medicare \$109.04 01.33.1355.8.81001 Retirement <u>\$1,165.00</u> w/01.04.1355.221003 Town assessment support \$13,860.28 Reason: To appropriate funds to cover the cost of increasing the rate and hours of the PT Real Property Appraiser and the PT Assessment Account Specialist to FT, increase salary to the Assessor, and one-time stipends to the assessment staff for work performed throughout the year before adequate staffing was available. Also to purchase large rotating file cabinets.</p>	<p><i>If salaries and stipends approved, this will be necessary. There is still about \$5,000 from Town assessment support left.</i></p> <p style="text-align: center;"><i>Supporting documentation outstanding.</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>2. Amend Salary Schedule "S": To provide stipends plus corresponding fringes to the following:</p> <ul style="list-style-type: none"> • Secretary to the Director of Real Property \$800.00 • County Assessor \$800.00 • Director of Real Property \$1,500.00 	<p>Amounts are paid to compensate for the added work and responsibilities of contracting with 3 additional towns in 2019 with light staff. To be paid out in December 2019. Part of town assessment support revenue.</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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<p>3. Amend Salary Schedule "S": To increase salaries under REAL PROPERTY TAX SERVICES for the following positions:</p> <ul style="list-style-type: none"> • RPTS Assessor - by \$4,000 and set the salary at \$69,000 (still eligible for the 2020 COLA / 2020 salary would be \$70,725); effective October 01, 2019 • Real Property Appraiser (Per Diem) – set the hourly rate to \$27.25 (still eligible for the 2020 COLA); effective October 01, 2019 <p>Change due to the addition of Arcade in the assessment program.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>4. Amend Salary Schedule "D": Set the salary of the <i>Director of Real Property Tax Services</i> within the Department of Real Property Tax Services at \$ _____ ; effective October 01, 2019. (changed due to the addition of Arcade in the assessment program)</p>	<p><i>Recommended salary of the RPTS Assessor puts that position's salary higher than the Director's.</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>6. Authorize Chairman and Clerk of the Board to sign the tax warrants.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>7. Correction of Errors Resolution. The RPTS Director is authorized to make corrections of errors that are less than \$1,000 for the calendar year 2019. RPTL §554 (9) & RPTL §556(8).</p>	<p>Note: includes direct issuing refunds, as necessary. -For your information, I will provide a summary list of all approved corrections. <u>(2019-TD attached)</u></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>8. Amend Resolution No. 19-204: Authorize Chairman to sign an Amended Contract with Applied Business Systems, Inc., 26 Harvester Ave., Batavia, NY 14020, to reflect the following revisions: to allow for the prepayment of estimated postage prior to each tax cycle. Contract amount remains the same.</p>	<p>This amendment will allow for a postage deposit from Wyo. Co. to ABS in advance of the tax bills being mailed for all three billing cycles per year. I will estimate the postage cost in advance and ABS will generate an invoice for that amount. The advance pay will be put towards actual post costs and any remaining balance (plus or minus) will be either added or credited to printing service invoice after work is complete. 52%</p> <p style="text-align: center;">Supporting documentation outstanding.</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Department Agenda Item	Discussion	Decision	Action
<p>9. FYI: Genesee County is building a Public Safety communications tower in the Town of Attica on part of parcel 8.-1-11.111 & access road on part of 8.-1-11.121. Once the deeds are filed and the ownership is updated we will create the new parcels.</p>	<p>RPTL 406 allows each municipality to exempt the property form taxes. Similar to Res #18-165. As of now, the parcels are still owned by an individual. Should wait until ownership has changed to Genesee County.</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
10:00 AM Wyo. Co. Community Hospital w/D. Eichenauer & J. McTernan			
<p>1. General Update</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>2. Amend Resolution #19-157 approved on 03/12/2019 with SPECIAL CARE SYSTEMS. LLC, 1450 E. Ridge Road, Rochester, NY 14621, related to the hospital nurse call system as follows:</p> <ul style="list-style-type: none"> • Change Order #1 to provide and install seven (7) additional critical alert systems on the 3rd and 4th floors, \$7,393.00; effective immediately through 12/31/2019. 	<p>Resolution #19-210 approved on 04/09/2019 Resolution #19-157 approved on 03/12/2019</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>3. Amend Resolution #19-393 approved on 09/10/2019 with JOHN KARPIE, MD, 17 Cumberland Street, Lancaster, NY 14086 related to a professional services agreement to provide orthopaedic services as follows:</p> <ul style="list-style-type: none"> • Change the contracting party address from 17 Cumberland Street, Lancaster, NY 14086 to 6 Overlook Court, Lancaster, NY 14086. • Change the terms of the agreement from 11/01/2019 – 10/31/2021 to 12/01/2019 – 11/30/2021. • Increase the not to exceed amount from \$220,000 per year to an amount not to exceed \$226,000 per year to reflect that provider is responsible for providing malpractice insurance.. 	<p>Resolution #19-393 approved on 09/10/2019</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Department Agenda Item	Discussion	Decision	Action
<p>4. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Chairman to sign an agreement with ALPHA MEDICAL EQUIPMENT OF NY, INC., 10-12 Pine Court, New Rochelle, NY 10801 for the purchase of a radiographic fluoroscopic imaging system to replace an end of life unit in the amount of \$484,950 plus \$180,000 service contract for years 3 through 5, effective 11/01/2019 – 01/30/2020.</p>	\$166,412 funded through the Rural Access Grant	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>5. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Chairman to sign a lease agreement with J&J PROPERTIES, LLC, 125 North Center Street, Perry, NY 14530, for 1 Parker Lane, Perry, NY 14530, not to exceed \$55,000 per year, effective 02/01/2020 – 08/31/2030.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>6. Amend Salary Schedule C as follows:</p> <ul style="list-style-type: none"> • Set the salary for the Safety/Emergency Preparedness Coordinator (Position Code 02.126.611) position under SAFETY at \$50,000 per year. 	<i>A salary range was approved at the October 2019 meeting with a position available date of 09/08/2019.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>7. Amend Salary Schedule X as follows:</p> <ul style="list-style-type: none"> • Abolish the following positions under WYOMING COUNTY FAMILY MEDICINE - ARCADE: <ul style="list-style-type: none"> ○ <i>Nurse Practitioner (Position Code 17.112.311)</i> ○ <i>Physician's Assistant (Position Code 17.113.067)</i> ○ <i>Physician's Assistant (Position Code 17.114.067)</i> ○ <i>Physician's Assistant (Position Code 17.115.067)</i> ○ <i>Physician's Assistant (Position Code 17.116.067)</i> • Abolish the following positions under WYOMING COUNTY FAMILY MEDICINE – O'DELL: <ul style="list-style-type: none"> ○ <i>Physician's Assistant (Position Code 17.117.067)</i> ○ <i>Physician's Assistant (Position Code 17.119.067)</i> ○ <i>Nurse Practitioner (Position Code 17.118.311)</i> 	<i>The positions are being removed from Salary Schedule X and placed on Salary Schedule P.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Department Agenda Item	Discussion	Decision	Action
<p>8. <i>Amend Salary Schedule P as follows:</i></p> <ul style="list-style-type: none"> • Place the following positions under <u>WYOMING COUNTY FAMILY MEDICINE – ARCADE</u> and set the salaries for employees in the job titles covered by Schedule P as presented and attached: <ul style="list-style-type: none"> ○ <i>Nurse Practitioner</i> (Position Code 17.112.311) ○ <i>Physician’s Assistant</i> (Position Code 17.113.067) ○ <i>Physician’s Assistant</i> (Position Code 17.114.067) ○ <i>Physician’s Assistant</i> (Position Code 17.115.067) ○ <i>Physician’s Assistant</i> (Position Code 17.116.067) • Place the following positions under WYOMING COUNTY FAMILY MEDICINE – O’DELL and set the salaries for employees in the job titles covered by Schedule P as presented and attached: <ul style="list-style-type: none"> ○ <i>Physician’s Assistant (Position Code 17.117.067)</i> ○ <i>Physician’s Assistant (Position Code 17.119.067)</i> ○ <i>Nurse Practitioner (Position Code 17.118.311)</i> 	<p><i>The positions are being removed from Salary Schedule X and placed on Salary Schedule P.</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>9. <i>Authorize Disability Insurance coverage through Guardian Life for WCCHS Salary Schedule X employees to provide the NYS Statutory Benefit as follows:</i></p> <ul style="list-style-type: none"> • Male \$2.35 per employee per month • Female \$5.11 per employee per month • Employee to pay \$0.60 per week • Costs effective 01/01/20210 – 12/31/2020 	<p><i>Approval of this item may be listed under Co. Insurance Office.</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>10. <i>Amend Salary Schedule X Handbook as follows:</i></p> <ul style="list-style-type: none"> • Abolish the titles of Physician’s Assistant (PA) and Nurse Practitioner (NP) in the covered employees by classification section. • Full-time Schedule X with one (1) year of service or greater employees shall earn four (4) personal leave days per year. • <u>Add disability insurance section</u> 	<p><u>See email from Dan Farberman dated 11/25/2019</u></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
Budget Office w/J. Cook			
<p>1. Resolution of the Board of Supervisors levying taxes and assessments required for the purpose of annual budget of towns of Wyoming County.</p>	<p>***Figures not available yet - Waiting on Water Relevis</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
2. Request permission to close the office the day before Christmas (personal / vacation days.) We will communicate the approved office hours with fiscal staff and provide an emergency contact should the need arise.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. Appropriation (on Behalf of the Ag Center): To: 01.42.6422.4.41201 Postage \$1,400.00 01.42.6422.4.41404 Copiers <u>\$2,000.00</u> w: 01.03.6422.1289 \$1,400.00 <i>any funds available</i> \$2,000.00 Reason: To appropriate funds to cover postage & copier expense.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
4. Appropriation (on Behalf of OFA): To: 01.44.6772.4.42302 OFA Program Expense \$ 275.00 w/ 01.09.6772.2705 Gifts & Donations 275.00 Reason: To appropriate donations received from the community to purchase items needed for Christmas gift bags that are given to OFA clients		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Clerk to the Board w/C. Ketchum			
1. Request permission to close the office the week of Christmas through New Year's Eve (personal / vacation days will be used). We will communicate approved office hours to all Depts. and Supervisors and provide an emergency contact number should the need arise.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Town of Sheldon resident, Dennis Mills Real Property Tax Services issue. <ul style="list-style-type: none"> • Mr. Mills has paid in full. • Waiting on Treasurer Mayer to respond to 11/27/19 e-mail. • Will forward results to County Attorney for formal response to Mr. Mills once the material from the County Treasurer's office is received and reviewed... 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Board of Supervisors w/C. Ketchum																							
1. <u>Town Revenue Sharing Resolution:</u> In a total amount of \$37,049.05 be divided up among the towns.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:																				
2. Set the date and time for the 2020 Organizational meeting to Thursday, January 2, 2020 @ 2:00 PM in the Government Center Supervisor Chambers.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:																				
3. Authorize Chairman to Sign Letters of Understanding with Contract Agencies for 2020: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">a. Wyo. Co. Community Action</td> <td style="text-align: right;">\$10,000.00</td> </tr> <tr> <td>b. Wyo. Co. Chamber of Commerce (Tourism)</td> <td style="text-align: right;">60,000.00</td> </tr> <tr> <td>c. Wyo. Co. Business Ed. Council</td> <td style="text-align: right;">4,300.00</td> </tr> <tr> <td>d. Wyoming County Business Center (LDC)</td> <td style="text-align: right;">70,000.00</td> </tr> <tr> <td>e. Wyo. Co. Arts Council</td> <td style="text-align: right;">15,000.00</td> </tr> <tr> <td>f. Wyo. Co. Wildlife Federation</td> <td style="text-align: right;">1,000.00</td> </tr> <tr> <td>g. Wyo. Co. Soil & Water</td> <td style="text-align: right;">121,379.00</td> </tr> <tr> <td>h. Erie-Wyo. Co. Soil & Water</td> <td style="text-align: right;">3,000.00</td> </tr> <tr> <td>i. Wyo. Co. Fair Association</td> <td style="text-align: right;"><u>23,000.00</u></td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">\$307,679.00</td> </tr> </table>	a. Wyo. Co. Community Action	\$10,000.00	b. Wyo. Co. Chamber of Commerce (Tourism)	60,000.00	c. Wyo. Co. Business Ed. Council	4,300.00	d. Wyoming County Business Center (LDC)	70,000.00	e. Wyo. Co. Arts Council	15,000.00	f. Wyo. Co. Wildlife Federation	1,000.00	g. Wyo. Co. Soil & Water	121,379.00	h. Erie-Wyo. Co. Soil & Water	3,000.00	i. Wyo. Co. Fair Association	<u>23,000.00</u>	Total	\$307,679.00		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
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i. Wyo. Co. Fair Association	<u>23,000.00</u>																						
Total	\$307,679.00																						
6. Authorize Chairman to Sign a Letter of Understanding for 2020: <ul style="list-style-type: none"> Cornell Cooperative Extension of Wyo. Co. in an amount of \$390,400.00 plus \$26,000.00 to cover Ag. & Business Center services. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:																				
7. Review and approve Wyo. Co. Board of Supervisors' Rules of Procedures Revisions	<u>Rule 13 & Rule 15 – See attached.</u>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:																				

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<p>8. Rules of Procedure Adopted: Board of Supervisors hereby adopts, as its Rules of Procedure, the Rules of this Board as adopted January 2, 2009, as amended</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>9. Official Newspapers Designated: Pursuant to Section 214 (2) of the county law of this state, the Daily News, Batavia, NY; Country Courier, Warsaw, NY; Perry Herald, Perry, NY; and the Arcade Herald, Arcade, NY; are hereby designated for the publication of local laws and all other notices and matters required by law to be published, for which no other specific designation has heretofore been made. Republican Designation To Publish: Republican members of the Board of Supervisors of the County of Wyoming, State of New York, do hereby designate as follows for the year 2020:</p> <ul style="list-style-type: none"> • Daily News, Batavia, NY • Country Courier, Warsaw, NY <p>Democratic Designation to Publish: We, the undersigned Democratic members of the Board of Supervisors of the County of Wyoming, State of New York, do hereby designate as follows for the year 2020:</p> <ul style="list-style-type: none"> • Arcade Herald, Arcade, NY • Perry Herald, Perry, NY 		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>10. Three (3) copies of Departmental Annual Reports requested, no later than March 31, 2020</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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11. <u>Wyoming Countywide Shared Services Initiative Plan Advisory Vote</u>	<i>"All in favor of the direction the plan is taking to date."</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
12. Appointment/Reappointments: HIPAA <i>One (1) year term effective January 1, 2020 through December 31, 2020</i> Corporate Compliance Officer <ul style="list-style-type: none"> • Vacant (to replace Supervisor Dave Tallman, Human Resource Committee Chair) Security Officer <ul style="list-style-type: none"> • Todd Mac Connell, 66 Mt. View Ave., Warsaw, NY 14569 Privacy Officer <ul style="list-style-type: none"> • Joan Kibler, 143 N. Main St., Warsaw, NY 14569 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
13. Renew NACo membership for 2020 in the amount of \$843.00		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
14. Overnight Travel Authorization: <ul style="list-style-type: none"> • Dadd, Gozelski (IDA - \$1,878.00); • Ryan, Berwanger, Cook, Davis & Mayer (TASC - \$3,756.00); • Ketchum, Brick, Kehl, Grant, K. Granger, Becker, Roche, Roberts & D. Granger (BOS - \$8,451.00) • D. Farberman (Human Resources - \$939.00); To attend 2020 Winter NYSAC Conference at the Desmond Hotel in Albany, NY 01/26-01/29/20. Cost is \$939 per person. Carpool w/others...	Full Conference: \$516 Conference Registration & Meals 141 Early arrival Sun. 282 Mon./Tues. \$939	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
15. Follow up from 11/05/19 Finance Committee: Thomas McGinnis has contacted the Board Clerk's Office twice (10/25/18 & 10/25/19) expressing an interest in gifting <u>.28 acres in the Town of Java</u> on Route 78 to the county.	Mr. McGinnis was instructed to write a letter to the Board of Supervisors for their consideration to receive the property before a real property transfer can take place... Supervisor Brunner, T/Java will be asked for a recommendation. <u>See attached e-mail response from Supervisor Brunner dated 11/07/19.</u>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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911			
<p>14. <i>Discussion:</i></p> <ul style="list-style-type: none"> Genesee County is requesting tax exempt status on a Public Safety communications tower in the Town of Attica. 	<p><i>Same as item #9 under RPTS Agenda Per Board Clerk – See attachments</i></p> <ul style="list-style-type: none"> <i>Steven Sharpe, Director of Emergency Communications / Genesee County Sheriff's office / Attachment #1 / Attachment #2</i> <i>Jim Kirsch, Director Real Property Tax Services / Wyoming County</i> 	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
Off Track Betting w/			
		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
Other/Referrals:			
HUMAN RESOURCES			
County Historian			
<p>1. <i>Appropriation:</i> To: 01.46.7510.4.42301 Books & Publications \$375.00 w/01.09.7510.2705 Gifts & donations \$375.00 Reason: To appropriate funds given for the WWII book.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>2. <i>Appropriation:</i> To: 01.46.7510.4.41204 advertising \$100.00 w/01.09.7510.2705 Gifts & donations \$100.00 Reason: To appropriate funds donated to our office for office use to be used for <i>Historical Wyoming</i> Christmas promotion.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
Human Resource Department			
<p>3. <i>Position Abolish/Create/Fill:</i> <i>Highway</i></p> <ul style="list-style-type: none"> Abolish: One (1) position of Sign Maintenance Working Supervisor (position # 095.550) on CSEA Schedule. Create/Fill: One (1) position of Heavy Equipment Operator (1.0 FTE) on CSEA Schedule B, Job Grade 9 at \$18.57/hr - \$20.52/hr. Position Available: December 11, 2019. 		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

FINANCE COMMITTEE MEETING AGENDA

Date: Tuesday, December 3, 2019 @ 9:00 AM

Present: **Brick, Grant**, Kehl, Granger, Davis, Tallman, Leuer, May, Ryan, Copeland

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>4. Position Fill:</p> <p style="text-align: center;"><i>Office for the Aging</i></p> <p>One (1) position of Case Manager (1.0 FTE) (position # 277.040) on CSEA Schedule A, Job Grade 15 at \$21.35/hr - \$24.83/hr. Person Vacating: Patricia Dutton, effective April 30, 2020. Position Available: May 1, 2020.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>5. Position Fill:</p> <p style="text-align: center;"><i>Jail</i></p> <p>One (1) position of Meal Deliverer (PT) (position # 094.598) on Salary Schedule S at \$11.25/hr. Person Vacating: Mary Jane Smith, effective October 28, 2019. Position Available: December 4, 2019.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>6. Position Fill:</p> <p style="text-align: center;"><i>Sheriff</i></p> <p>One (1) position of Deputy Sheriff (1.0 FTE) position # 094.598) on WCDSA Schedule at \$23.08/hr - \$29.51/hr. Person Vacating: Mandi Jorgensen, effective November 17, 2019. Position Available: December 4, 2019.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>7. Extend Position:</p> <p style="text-align: center;"><i>Social Services</i></p> <p>To set the duration of the appointment of the Clerk (Temporary) (position # 174.503) in the Social Services Department to last for a second six month term, effective September 13, 2019, to end no later than March 13, 2020.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>8. Amend Salary Schedule D as follows:</p> <ul style="list-style-type: none"> • Amend the title of Budget Officer, PT (stipend) (position code 004.502) by removing “, PT (stipend)” 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

FINANCE COMMITTEE MEETING AGENDA

Date: Tuesday, December 3, 2019 @ 9:00 AM

Present: **Brick, Grant**, Kehl, Granger, Davis, Tallman, Leuer, May, Ryan, Copeland

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>9. <i>Amend Salary Schedule S as follows:</i></p> <ul style="list-style-type: none"> • Under the BOARD OF ELECTIONS remove <i>Deputy Commissioner (R)</i> (position code 004.502); eff 06/19/19 line. • Under the DISTRICT ATTORNEY remove the <i>Secretary to the District Attorney, PT (Temp)</i> (position code 030.503) not to exceed 6 mos. line • Under the DISTRICT ATTORNEY remove the <i>Assistant District Attorney (Temporary), PT</i> (position code 028.503) line. No one has been in the position for 12 mos. • Under HUMAN RESOURCE remove the six (6) positions of <i>Exam Monitor, PT</i> (position codes 016.528, 017.528, 018.528, 019.528, 029.528, 030.528) as they are no longer used. • Under the PUBLIC DEFENDER remove the 2020 COLA for the <i>Assistant Public Defender (5th)</i> (position code 010.503) in the amount of \$488 position is not eligible for an increase at this time. • Under PUBLIC HEALTH include the 2.5% 2020 COLA (\$1,200) for the <i>Public Health Program Coordinator</i> (position code 140.609); effective 01/01/2020 • Under PUBLIC HEALTH include the 2.5% 2020 COLA (\$1,750) for the <i>Director of Clinical and Community Services</i> (position code 141.610); effective 01/01/2020 • Under TREASURER include the 2.5% 2020 COLA (1,125) for the <i>Deputy County Treasurer</i> (position code 007.503); effective 01/01/2020. • Under ZONING DEPARTMENT remove the <i>Zoning Enforcement Officer</i> (position code 023.554 effective 01/01/19 line. • Under ZONING DEPARTMENT include a \$2,000 increase for the <i>Zoning Enforcement Officer</i> (position code 026.554) contingent upon completion of 2 years and satisfactory performance and meeting pre-established goals 		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>

FINANCE COMMITTEE MEETING AGENDA

Date: Tuesday, December 3, 2019 @ 9:00 AM

Present: **Brick, Grant**, Kehl, Granger, Davis, Tallman, Leuer, May, Ryan, Copeland

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>10. Amend <u>Salary Schedule S</u> as follows:</p> <ul style="list-style-type: none"> • Under SHERIFF include the 5% 2020 COLA (\$4,325), consistent with the Deputy Sheriff Association Agreement for the Undersheriff (position code 010.500); effective 01/01/2020 • Under SHERIFF include the 5% 2020 COLA (\$2,733), consistent with the Deputy Sheriff Association for the Secretary to the Sheriff (position code 002.503); effective 01/01/2020 • Under SHERIFF include the 4% 2020 COLA (\$.70/hr.), consistent with the Sheriff Employees' Association for the Administrative Assistant (Sheriff) (position code 099.549); effective 01/01/2020 • 	<p>HR Director Farberman reported that the DSA membership has ratified the terms of the new contract effective 01/01/2020.</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>11. Amend <u>Salary Schedule S</u> as follows:</p> <p>Contingent upon ratification of the Sheriff's Employees Association membership. Board of Supervisors' action deferred until after that occurs.</p> <ul style="list-style-type: none"> • Under JAIL remove the Jail Administrator (position code 063.497) line that is effective 01/01/19. • Under JAIL include the 4% 2020 COLA (\$2,879) consistent with the Sheriff Employees' Association for the Jail Administrator (position code 063.497) • Under JAIL amend the Director of Food Services (position code 075.596) to reflect a 2020 salary of \$47,265, no longer hourly with an annual wage equivalent. 	<p>Can be approved for resolution but will not go to full board of supervisors until after confirmation of ratification by the Collective Bargaining Unit is provided by the Human Resource Department.</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>12. Amend <u>Salary Schedule I</u> as follows:</p> <ul style="list-style-type: none"> • Remove the Sheriff (position code 004.500) line that is effective 01/01/19. • Include the 5% 2020 COLA (\$4,701), consistent with the Deputy Sheriff Association Agreement for the Sheriff (position code 004.500); effective 01/01/2020. 	<p>HR Director Farberman reported that the DSA membership has ratified the terms of the new contract effective 01/01/2020.</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>13. Introduction of Local Law X, year 20XX, entitled "County of Wyoming, A Local Law amending salaries for certain county officers"</p> <ul style="list-style-type: none"> • Cost of living increase for the Wyoming County Sheriff. 	<p>HR Director Farberman reported that the DSA membership has ratified the terms of the new contract effective 01/01/2020.</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

FINANCE COMMITTEE MEETING AGENDA

Date: Tuesday, December 3, 2019 @ 9:00 AM

Present: **Brick, Grant**, Kehl, Granger, Davis, Tallman, Leuer, May, Ryan, Copeland

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>14. Amend Salary Schedule "S": To increase salaries for the following positions:</p> <ul style="list-style-type: none"> • RPTS Assessor - by \$4,000 and set the salary at \$69,000 (still eligible for the 2020 COLA / 2020 salary would be \$70,725); effective October 01, 2019 • Real Property Appraiser (Per Diem) – set the hourly rate to \$27.25 (still eligible for the 2020 COLA); effective October 01, 2019 <p>Change due to the addition of Arcade in the assessment program.</p>	<p><i>Same as item #3 under RPTS Agenda.</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>15. Amend Salary Schedule "D": Set the salary of the Director of Real Property Tax Services within the Department of Real Property Tax Services at \$ _____ ; effective October 01, 2019. (changed due to the addition of Arcade in the assessment program)</p>	<p><i>Same as item #4 under RPTS Agenda.</i></p> <p><i>Recommended salary of the RPTS Assessor puts that position's salary higher than the Director's.</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
HUMAN SERVICES			
Office for the Aging			
<p>1. Amend Salary Schedule "F": To increase Meal Site Managers wage from \$11.10/hr. to 11.80/hr.; effective 12/31/19.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
PUBLIC HEALTH			
Mental Health			
<p>1. Transfer: From: 01.38.4324.4.40400 Travel / Conference \$200.00 To: 01.38.4323.4.40106 Professional Malpractice \$200.00 Reason: To cover the cost of Malpractice insurance</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
Public Health			
<p>2. Appropriation: To: 01.38.4010.4.42478 Lead Poisoning Prev. \$10,000.00 <i>w/any funds available</i> \$10,000.00 Reason: Appropriate funds to cover estimated expense of complying with amendments to NYS Public Health Law (§ 1370) and Part 67 of Title 10 of the New York Codes, Rules, and Regulation for elevated blood lead levels (EBLL) from October 1, 2019 through December 31, 2019. \$650 per initial visit, \$125 re-visit, \$15 per sample.</p>	<p><i>Fiscal Admin. Standish confirmed this request to be worst case scenario</i> <i>10 open cases currently</i> <i>PH Admin Paolucci reviewed the regs w/ committee members...</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

FINANCE COMMITTEE MEETING AGENDA

Date: Tuesday, December 3, 2019 @ 9:00 AM

Present: **Brick, Grant**, Kehl, Granger, Davis, Tallman, Leuer, May, Ryan, Copeland

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
3. Appropriation: To: 01.38.4010.4.40704 Lab Fees - Basic \$5,225.00 w/ 01.03.4010.160105 PH Env Fees \$5,225.00 Reason: Appropriate additional funds to cover estimated additional water sample Lab Fee expense for 2019. Environmental Revenues are at 93% of budget as of Nov 2019.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
PLANNING COMMITTEE			
Ag. & Business Center			
1. Appropriation: To: 01.42.6422.2.20101 Telecommunications \$18,980.00 w/ <i>any funds available</i> \$18,980.00 Reason: To cover the purchase of a new phone system.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
PUBLIC SAFETY			
Sheriff			
1. Appropriation: To: 01.37.3110.2.20501 Law Enforcement Equip \$8,019.00 w/01.08.3110.2680 Insurance Recovery \$8,019.00 Reason: Purchase of new tasers.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Transfer: From: 01.37.3110.4.40302 Crime Lab \$31,117.00 To: 01.37.3110.2.20501 Law Enforcement Equip \$31,117.00 Reason: Purchase of new tasers.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. Appropriation: To: 01.37.3110.2.23001 Vehicles \$11,760.00 w/01.08.3110.2665 Sale of Equipment \$11,760.00 Reason: to purchase a used vehicle		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Public Defender			
Referred from 10-31-19 Public Safety Committee: <i>Amend Salary Schedules G & S:</i> To move the position of <i>Staff Social Worker, PT (position # 008.594)</i> from schedule G to Schedule S; effective July 8, 2019.	<i>Asst. Public Defender (5th) was on the hard copy 11-05-19 Finance agenda twice (Agenda Item #1 under the Public Defender) The electronic agenda was correct (which included this request) yet not caught during committee so the item could be acted on.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

FINANCE COMMITTEE MEETING AGENDA

Date: Tuesday, December 3, 2019 @ 9:00 AM

Present: **Brick, Grant**, Kehl, Granger, Davis, Tallman, Leuer, May, Ryan, Copeland

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
4. <i>Amend Salary Schedule "G"</i> : To extend the ILS / CAFA (Round 2) stipend for the following position through June 30, 2020: • Assistant Public Defender (2 nd) – stipend \$16,000.00		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
PUBLIC WORKS			
Buildings & Grounds			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Signature of Committee Chairman: p/J. Brick (minutes prepared by _____).

Next Finance Committee Meeting scheduled for **Tuesday, January 07, 2020 @ 9:00 AM.**