

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...

Location: **Public Safety Committee Room via BOS YouTube Channel** (<http://www.wyomingco.net/149/Board-of-Supervisors>) **Conference Call**

Date: Tuesday, April 7, 2020 @ 9:00 AM

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
Committee Chair's Agenda			
1. 2020 Winter NYSAC Conf. Resolution: <ul style="list-style-type: none"> Urging the Governor and State Legislature to Pass Legislation that Allows School Districts to Permit Home-schooled Students to Participate in District Interscholastic Sports 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. 2020 Winter NYSAC Conf. Resolution: <ul style="list-style-type: none"> Resolution Urging Governor Andrew M. Cuomo and the State Legislature to Continue to Support the Repeal or Modification of Federal Cap on the Deductibility of State and Local Taxes and Engage the New York State Congressional Delegation to Support these Efforts in 2020 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. 2020 Winter NYSAC Conf. Resolution: <ul style="list-style-type: none"> Resolution Calling on the Governor and New York State Legislature to Preserve the Zero Percent Medicaid Growth Cap for All Counties and New York City 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
4. 2020 Winter NYSAC Conf. Resolution: <ul style="list-style-type: none"> Urging the Governor and State Legislature to Increase State Operating Assistance and Capital Support for Transit Systems Owned by Counties, as Well as All Transit Systems in Urban and Rural Areas Throughout the State 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: _____

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9:10 AM Co. Insurance Office w/D. Perkins			
1. COVID-19 Office Update <ul style="list-style-type: none"> • Office closed to walk-ins eff. Monday 16, 2020 • Assistant sent home March 18 as non-essential and with at- risk situation due to spouse’s health condition. • Department Head working from home daily; also with at-risk spouse with health conditions. • Receiving voice messages via email and corresponding with employees as necessary. • Retrieving mail and interoffice correspondence every few days as necessary. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Events cancelled due to COVID-19 <ul style="list-style-type: none"> • March 25-26 – Defensive Driving Class -cancelled • April 6 Safety Training Day – cancelled* • April 29-May 1 conference – cancelled* *registration fee will be applied toward fall event; if I don’t attend a refund will be processed at that time.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:20 AM Information Technology w/T. MacConnell			
1. Professional Service Contract \$5,001 or greater: Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with ESRI, Inc 380 New York St, Redland CA 92373for ESRI GIS Software in an amount not to exceed \$11,159.18 ; effective June 15, 2020 through June 14, 2021.PER NYS Contract PM67345.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:30 AM Treasurer w/C. Mayer			
1. 2020 Winter NYSAC Conf. Resolution: <ul style="list-style-type: none"> • Resolution in Opposition to State Legislative Proposals that Undermine the Careful Balance that Exists in State Law Related to the Tax Foreclosure Process in New York State 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

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1. Hand out Financial Statements for Prior Month.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Adoption of Policies <ul style="list-style-type: none"> • Petty Cash Policy • Procurement Card Policy update 	Policies provided by email previously for review.	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. Tax Resolution April 1%	Forwarded by email previously for review. Under discussion with County Attorney	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 Drescher & Malecki, LLP , 3083 William Street, Suite 5, Cheektowaga, NY 14227 for Audit Services in an amount not to exceed \$105,900; effective January 1, 2020 through December 31, 2022. For fiscal years ending December 31, 2019, 2020 and 2021.	Amount on agenda restated to match contracts	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Board of Supervisors w/C. Ketchum			
1. 2020 Winter NYSAC Conf. Resolution: <ul style="list-style-type: none"> • Resolution Calling on the Governor and State Legislative Leaders to Provide Counties with Permanent Local Authority over Existing Sales Tax Rates 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: _____

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Absent:

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Wyo. Co. Community Hospital w/J. McTernan			
1. General Update		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Chairman to award bid and sign contract related to the transfer switch design project with DJ BEARDSLEY & SONS, INC. , 150 West Mill Street, Castile, NY 14427, in an amount of \$290,020 plus an additional \$30,000 contingency, effective 04/06/2020 – 08/14/2020.	Supporting documentation outstanding.	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize Chairman to award bid and sign contract related to the dialysis clinic equipment with FRESENIUS USA MARKETING , 920 Winter Street, Waltham, MA 02451-1457, in an amount of \$327,020, effective 03/06/2020 – 07/30/2020.	Supporting documentation outstanding.	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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<p>4. Amend Resolution #19-207 approved on 04/09/2019 related to bid awards and contracts for the orthopaedic clinic renovation project as follows:</p> <ul style="list-style-type: none"> • WHITNEY EAST, INC. – In accordance with the following change orders: <ul style="list-style-type: none"> ○ Change Order #101-001, decrease the contract amount by \$3,315.00 for a new not to exceed amount of \$491,585.00. ○ Change Order #101-002, increase the contract amount by \$3,234.31 for a new not to exceed amount of \$494,819.31. ○ Change Order #101-003, decrease the contract amount by \$536.38, for a new not to exceed amount of \$494,282.93. • JOHN W. DANFORTH COMPANY – In accordance with the following change orders: <ul style="list-style-type: none"> ○ Change Order #102-001, increase the contract amount by \$4,275.41 for a new not to exceed amount of \$157,275.41. ○ Change Order #102-002, increase the contract amount by \$16,532.70 for a new not to exceed amount of \$173,808.11. • DJ BEARDSLEY & SONS, INC. – In accordance with the following change orders: <ul style="list-style-type: none"> ○ Change Order #103-001, increase the contract amount by \$5,038.98 for a new not to exceed total of \$248,338.98. ○ Change Order #103-002, increase the contract amount by \$4,430.87 for a new not to exceed amount of \$252,769.85. ○ Change Order #103-003, decrease the contract amount by \$688.73 for a new not to exceed 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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<p>amount of \$252,081.12.</p> <ul style="list-style-type: none"> ○ M.K.S PLUMBING CORP – In accordance with the following change orders: Change Order #104-001, increased the contract amount by \$13,470.00 for a new not to exceed amount of \$228,770.00. ○ Change Order #104-002, increase the contract amount by \$1,141.00 for a new not to exceed amount of \$229,911.00. ○ Change Order #104-003, decrease the contract amount by \$330.00 for a new not to exceed amount of \$229,581.00. 			
<p>5. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize Chairman sign a contract related to the drug dispensing machines with CAFEFUSION SOLUTIONS, LLC, 3750 Torrey View Court, San Diego, CA 92130, in an amount of 341,295, less \$50,000 credit, plus \$87,060 for a 5-year service agreement, effective 05/01/2020 – 04/30/2025.</p>	<p>Supporting documentation outstanding.</p>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>6. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Chairman to sign a professional services agreement with BATAVIA NEUROLOGICAL SERVICES, PC, 176 Washington Avenue, Batavia, NY 14020, to provide neurology services, not to exceed \$304,000 per year, effective 04/01/2020 – 03/31/2021.</p>	<p>Supporting documentation outstanding.</p>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Department Agenda Item	Discussion	Decision	Action
<p>7. Amend Resolution #17-238 approved on 08/15/2017 with OUTSOURCE RECEIVABLES MANAGEMENT, INC., 261 Main Street, Arcade, NY 14009 related to collection service agreement as follows:</p> <ul style="list-style-type: none"> • Reduce the not to exceed amount from \$150,000 per year to an amount not to exceed \$140,000 per year. • Extend the term of the agreement from 07/01/2017 - 06/30/2020 to 02/01/2020 - 01/31/2023. 	<p>Supporting documentation outstanding.</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>8. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Chairman to sign a professional design services agreement with KIDENEY ARCHITECTS, P.C., 143 Genesee Street, Buffalo, NY 14203, for the Laboratory Renovations project, not to exceed \$220,000, effective 03/01/2020 – 03/31/2024.</p>	<p>Supporting documentation outstanding.</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>9. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Chairman to sign an independent contract agreement with UNIVERSITY AT BUFFALO NEUROSURGERY, INC., 40 George Karl Blvd., Williamsville, NY 14221, to provide neurological surgery services, not to exceed \$250,000 per year, effective 06/01/2020 – 05/31/2023.</p>	<p>Supporting documentation outstanding.</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>10. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Chairman to sign a staffing agreement with CARE TEAM SOLUTIONS, LLC, 301 Ohio Street, Suite 200A, Buffalo, NY 14204, for use of agency staff for hard to fill positions and to provide coverage, where needed, not to exceed \$100,000 per year, effective 12/23/2019 – 12/22/2021.</p>	<p>Supporting documentation outstanding.</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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11. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Chairman to sign a 1-year interdepartmental cooperation agreement renewal for shared services provided by Human Resources, not to exceed \$406,000 effective 01/01/2020 – 12/31/2020.	Shared services between WCCHS and County of Wyoming Supporting documentation outstanding.	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
12. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Chairman to sign an agreement with ARAMARK HEALTHCARE SUPPORT SERVICES, LLC , 1101 Market Street, 19 th Floor, Philadelphia, PA 19107-2988, for the purchase and service for Tru-D ultraviolet room disinfection robot, \$94,295, effective 03/25/2020 – 03/24/2021.	EMERGENCY PURCHASE – COVID-19 RELATED Supporting documentation outstanding.	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
13. Amend Salary Schedule C as follows: • Set the salary of the Chief Financial Officer under FISCAL SERVICES at \$112,750, effective 01/01/2020.	Successful six (6) months performance evaluation conducted by the CEO.	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Budget Office w/J. Cook			
1. Review transfers made to 2019 Budget.	**Attached	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. 2020 Appropriation (on behalf of EOC): To: 01.35.1999.4.41999 COVID 19 \$xxx? w/any funds available \$xxx? Reason: To appropriate emergency funding for COVID-19 Response.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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3. 2020 Appropriation (on behalf of Mental Health): To: 01.38.4220.4.42488 STOP Act Grant \$49,955.00 w/01.12.4220.4491 Mental Health Grant \$49,955.00 Reason: To appropriate funding received for the 2020 STOP Act Grant		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Off Track Betting w/			
1. 2020 Winter NYSAC Conf. Resolution: <ul style="list-style-type: none"> Resolution Calling on the State to Equitably Distribute Gaming Revenue to all New York Counties 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Real Property Tax Services w/J. Kirsch			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Clerk to the Board w/C. Ketchum			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Other/Referrals:			
HUMAN RESOURCES			
Human Resource Department			
1. Position Create/Fill: <i>District Attorney</i> One (1) position of Legal Intern (PT 0.5 FTE) on Schedule S at an hourly rate of \$22/hr., not to exceed \$3,000.00 for the year 2020; position available is May 11, 2020.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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<p>2. Position Fill:</p> <p style="text-align: center;"><i>Sheriff</i></p> <p>One (1) position of Correction Sergeant (1.0 FTE) (position # 036.066) on WCSEA wage schedule at \$26.24/hr. – \$29.46/hr.; effective March 8, 2020. Position available date is April 8, 2020. Person vacating: C. Michael Horton</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>3. Position Fill:</p> <p style="text-align: center;"><i>County Attorney</i></p> <p>One (1) position of Secretary I to replace Amanda Strathearn who resigned effective March 19, 2020 (last day of work March 18, 2020).</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>4. Position Fill:</p> <p style="text-align: center;"><i>Health Department - Environmental</i></p> <p>One (1) position of “Student Aide (Seasonal) – Temporary” on Schedule G for a period not to exceed fifteen weeks (May, 2020 – August, 2020), 35 hours per week @ \$11.50/hr. plus \$0.25 for each previous season worked with no other benefits except those mandated by law. Salary & fringe expenses associated with this position are reimbursed by State Aid & NYSDOH Drinking Water Enhancement Grant.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
HUMAN SERVICES			
Youth Bureau			
<p>1. 2020 Appropriation:</p> <p>To: 01.45.7310.4.42434 Stars \$486.00 w/01.03.7310.1289 Other Revenue \$486.00</p> <p>Reason: For Earth Day Event.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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PUBLIC HEALTH			
Health Department			
1. 2020 Appropriation: To: 01.38.4010.4.42463 PHEP-BioTerrorism \$75,190.00 w/01.12.4010.448915 PHEP-BioTerrorism \$75,190.00 Reason: Appropriate additional funds awarded to combat the current spread of COVID-19. Initial award increase to PHEP grant of \$7,700.00 (Res. #19-261) and an additional award from Health Research Inc. of \$67,490.00 (awarded on 3/16/2020/presented to PHC on 4/1/2020).		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
PUBLIC WORKS			
Highway			
1. 2020 Appropriation: To: 04.53.5110.4.40809 Work For Others \$12,500.00 w/04.10.5110.2801 Inter Fund Revenue \$12,500.00 Reason: To pay expenses related to work done for WCCH for new building.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. 2020 Appropriation: To: 04.53.5110.4.40809 Work for Others \$20,000.00 w/04.04.5110.2306 Roads&Bridges Other Govt. \$20,000.00 Reason: To pay expenses related to work done for towns and villages.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Buildings & Grounds			
3. Transfer : From: 12.61.9950.9.99004 Capital Fund \$220,000.00 To: 12.61.1620.2.21022 Highway CIP \$220,000.00 Reason: To establish the Highway Roof Correction Project (Spray Foam).		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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District Attorney			
4. 2020 Appropriation: To: 01.32.1165.1.10001 Salaries \$39,000.00 01.32.1165.8.82001 Disability 96.00 01.32.1165.8.83001 FICA 2,418.00 01.32.1165.8.85001 Medicare 566.00 01.32.1165.8.86001 EAP 13.50 01.32.1165.8.89001 Medical 12,658.00 01.32.1165.8.89002 HRA 5,000.00 01.32.1165.8.89003 HRA – Admin <u>72.00</u> w/any funds available \$59,823.50 Reason: To fund the newly created Discovery Coordinator position.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
5. 2020 Appropriation: To: 01.32.1165.1.10001 Salaries \$44,444.00 01.32.1165.8.82001 Disability 96.00 01.32.1165.8.83001 FICA 2,756.00 01.32.1165.8.85001 Medicare 645.00 01.32.1165.8.86001 EAP 13.50 01.32.1165.8.89001 Medical 12,658.00 01.32.1165.8.89002 HRA 5,000.00 01.32.1165.8.89003 HRA – Admin <u>72.00</u> w/any funds available \$65,684.50 Reason: To fund the newly created Assistant DA (3 rd) position.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
6. 2020 Appropriation: To: 01.32.1165.2.23001 Cars \$12,600.00 w/any funds available Reason: To partially fund a purchase of a vehicle as approved by the committee. Note: \$15,000 is being paid from Seized Assets to pay for the remainder of the vehicle.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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...

Location: **Public Safety Committee Room via BOS YouTube Channel** (<http://www.wyomingco.net/149/Board-of-Supervisors>) **Conference Call**

Date: Tuesday, April 7, 2020 @ 9:00 AM

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
7. 2020 Appropriation: To: 01.32.1163.2.23001 Cars \$15,000.00 w/01.07.1163.2626 Forfeiture of Crime Proceeds \$15,000.00 Reason: To pay the remainder of vehicle.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
8. Amend Salary Schedule "G": To provide Stipends plus corresponding fringe to the following: <ul style="list-style-type: none"> • Administrative Assistant (DA) \$15,000.00 • Secretary to the District Attorney \$5,000.00 All previous amounts in Res. #20-105 to remain the same. These are modifications to adjust for new positions and people in those new roles. Said amounts to be paid out after 11-01-2020 from 2020 budgeted Traffic Diversion funds (1161)		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, May 5, 2020 @ 9:00 AM.**