

# FINANCE COMMITTEE MEETING AGENDA

Committee meetings are now open to the general public.  
We ask that you continue to practice safe social distancing requirements.

*Thank you!*

Date: Tuesday, February 07, 2023 @ 9:00 AM  
 Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center.*  
 Present: **Kehl, Grant**, Davis, Leuer, May, Brick, King, Becker  
 Absent:  
 Also Present:

| Department Agenda Item   | Discussion | Decision                             | Action                                |
|--|------------|--------------------------------------|---------------------------------------|
| <b>9:00 AM - Committee Chair's Agenda</b>  |            |                                      |                                       |
| 1. <b>NYSAC resolution CALLING ON THE STATE OF NEW YORK TO CONTINUE TO PASS-THRU FEDERAL AFFORDABLE CARE ACT ENHANCED FEDERAL MEDICAID ASSISTANCE PERCENTAGE FUNDS</b>   |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>9:05 AM - Information Technology w/B. Sikes</b>   |            |                                      |                                       |
| 1. <b>Professional Service Contract (\$5,001 or greater):</b><br>Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <b>SHI</b> , 290 Davidson Avenue, Somerset, New Jersey 08873, for the provision of Barracuda Email Security Gateway, in an amount not to exceed \$5,854.92; effective March 11, 2023 through March 10, 2024.<br><b>MUNIS CONTRACT #1264</b> Status - Created   |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| 2. <b>FYI ~ Contract (\$3,000 and under):</b><br><ul style="list-style-type: none"> <li>• <b>SHI</b>, 290 Davidson Avenue, Somerset, New Jersey 08873                             <ul style="list-style-type: none"> <li>○ for five subscriptions of Dropbox Business Advanced, in an amount not to exceed \$1,159.10 for a one year; effective February 03, 2023 through February 02, 2024. <b>MUNIS CONTRACT #1265</b> Status - Created</li> <li>○ for PDQ Deploy &amp; Inventory, in an amount not to exceed \$1,496.25, one year effective February 06, 2023 through February 05, 2024. <b>MUNIS CONTRACT #1266</b> Status - Created</li> </ul> </li> <li>• <b>Avenu Insights &amp; Analytics, LLC</b>, 5860 Trinity Parkway, Suite 120, Centreville, Virginia 20120 for the data export/extraction for Human Resources, in amount not to exceed \$2,999.99; effective February 1, 2023 through the completion of the project. <b>MUNIS CONTRACT #PENDING</b></li> </ul> |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| 3. <b>Discussion:</b><br>Would like to discuss the possibility of hiring an intern.  |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |

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| <b>9:15 AM - Treasurer w/R. LaWall</b>  |  |                                      |                                       |
| 1. <a href="#"><u>Sales tax update and financial statements</u></a>   | See attached   | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| 2. <a href="#"><u>Resolution Approving Sale of Properties from County Tax Auction of 01/26/2023.</u></a>  | <i>The Tax Foreclosure Auction resulted in an est. \$216,809.07.</i> | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>9:30 AM - Real Property Tax Services w/S. Lippincott</b>   |  |                                      |                                       |
| 1. <b>Professional Services Agreement \$3,001-\$5,000:</b><br>Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b) with <b>Systems Development Group, Inc.</b> 8140 State Route 12, Barneveld, NY 13304 for imagemate software in an amount not to exceed \$3,300.00; effective January 1, 2023 through December 31, 2023.<br><b>(MUNIS Contract # 1277)</b> – Pending Co. Atty. approval   |  | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| 2. <b>Correction of 2022 Town/County Tax Bill</b><br>Original Bill \$ 4350.06<br>Corrected Bill \$ 2475.95<br>Credit \$ 1,874.11<br>Tax Map Parcel: Town of Castile 123.-1-1.21<br>Location: 6301 E Lake Rd<br>Owner: Suzanne Kasprzyk<br>REASON: Clerical Error<br>AUTHORITY: RPTL §550.2(h) ‘an incorrect entry on the taxable portion of the assessment roll or the tax roll of a relieved school tax or relieved village tax which has been previously paid.’ |  | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |

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| <p><b>3. Appropriation:</b><br/> <b>To:</b> 011355.541202 Printing \$5,000.00<br/>                     w/Any Funds Available<br/> <b>Reason:</b> To pay 2023 Applied Business Systems Inc. invoice for Second Senior Notice</p>  |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <p><b>4. Discussion Only</b></p> <ul style="list-style-type: none"> <li>IMA Agreements for Senior postcard</li> <li>Tax Map Trainee</li> <li>Village Taxes</li> <li>BAR Training April 18<sup>th</sup> 6-9pm</li> </ul>  |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>10:00 AM – Wyo. Co. Community Hospital w/D. Kobis &amp; M. Wright</b>   |            |                                      |                                       |
| <p><b>1. General Update</b></p>  |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <p><b>2. Reappointment:</b><br/> <b>Wyo. Co. Comm. Hospital / Board of Managers</b><br/> <u><b>Supervisor Member</b></u><br/> <i>One(1) year term; effective January 1, 2023 through December 31, 2023</i></p> <ul style="list-style-type: none"> <li><b>Bryan Kehl</b>, 914 Route 98, Attica, NY 14011<br/> <u><b>Member</b></u></li> </ul> <p><i>Three (3) year term; effective January 1, 2023 through December 31, 2025</i></p> <ul style="list-style-type: none"> <li><b>Laura Paolucci</b>, 3055 Dodgeson Rd, Alexander, NY 14005</li> </ul> |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |

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| <p>3. <b>RESCIND</b> Resolution No. 22-623 approved on November 8, 2022 in its entirety as it is a duplicate of Resolution No. 22-705 approved on December 12, 2022.</p> <ul style="list-style-type: none"> <li>• The Hospital Administrator of the hospital, pursuant to General Municipal Law §104(b) and with the approval of the County Attorney and/or Costello Cooney Fearon, PLLC, legal counsel, is hereby authorized and directed to sign an Employment Agreement – Salary Schedule “P” with <b>Carolyn Wagner, PA</b>, 24 Vincent Drive, Pittsford, NY 14534 on behalf of the Wyoming County Community Health System. Said contract to provide physician assistant services at the hospital’s orthopedic clinic in an amount not to exceed one hundred twenty-seven thousand dollars (\$127,000.00); effective February 1, 2023. Contingent upon the availability of funds.</li> </ul> |            | <p>Motion:<br/>Ayes:<br/>Noes:<br/>Absent:</p> | <p>Carried:<br/>Defeated:<br/>Referred to:</p> |
| <p>4. <b>Professional Service Contract, all Physician Contracts and/or \$50,001 or greater:</b></p> <ul style="list-style-type: none"> <li>• Authorize the Hospital Administrator to sign an employment agreement – Schedule P with <b>ANTHONY DIBENEDETTO, MD</b>, 1101 Telephone Road, Rush, NY 14543, to provide professional general surgery services and departmental leadership to surgical service line, not to exceed \$550,000 per year, effective 03/05/2023 – 03/04/2025.</li> </ul>  |            | <p>Motion:<br/>Ayes:<br/>Noes:<br/>Absent:</p> | <p>Carried:<br/>Defeated:<br/>Referred to:</p> |
| <p>5. <b>Professional Service Contract, all Physician Contracts and/or \$50,001 or greater:</b></p> <ul style="list-style-type: none"> <li>• Authorize the Hospital Administrator to sign a client services agreement with <b>PRIME TIME HEALTHCARE LLC</b>, 15380 Weir Street, Omaha, NE 68137, to provide supplemental or temporary healthcare personnel, not to exceed \$150,000 per year, effective 03/01/2023 – 02/28/2025.</li> </ul>  |            | <p>Motion:<br/>Ayes:<br/>Noes:<br/>Absent:</p> | <p>Carried:<br/>Defeated:<br/>Referred to:</p> |

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| <p><b>6. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater:</b></p> <ul style="list-style-type: none"> <li>• Authorize the Hospital Administrator to sign an employment agreement – Schedule P with <b>MEGAN MASE, NP</b>, 8838 Keeney Road, LeRoy, NY 14482, to provide professional medical services in the Skilled Nursing Facility, in an amount of \$124,800.00 per year, effective 03/01/2023.</li> </ul>      |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <p><b>7. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater:</b></p> <ul style="list-style-type: none"> <li>• Authorize the Hospital Administrator to sign an employment agreement – Schedule P with <b>RENEE GROH, NP</b>, 3255 Sodom Road, Gainesville, NY 14066, to provide professional medical services in the Skilled Nursing Facility, in an amount of \$130,000.00 per year, effective 03/01/2023.</li> </ul> |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <p><b>8. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater:</b></p> <ul style="list-style-type: none"> <li>• Authorize the Hospital Administrator to sign an employment agreement – Schedule P with <b>CHRISTINA NEWTON, NP</b>, 11 Beachwood Avenue, Castile, NY 14427, to provide professional cardiology services, in an amount of \$120,000.00 per year, effective 02/06/2023.</li> </ul>                        |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |

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| 9. Amend Resolution #19-082 approved on 02/12/2019 with <b>COSTELLO, COONEY, FEARON, PLLC</b> , 500 Plum Street, Suite 300, Syracuse, NY 13204-1401 related to legal representation, not to exceed \$100,000 per year, effective 01/01/2019 – 12/31/2022, as follows: <ul style="list-style-type: none"> <li>• Update the contracting party address to <b>211 W. Jefferson Street, Syracuse, NY 13202.</b></li> <li>• Extend the term of the agreement from 01/01/2019 – 12/31/2022 through <b>01/01/2023 - 12/31/2023.</b></li> </ul>  |  | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| 10. Amend Resolution #22-302 approved on 05/10/2022 with <b>FARKAD BALAYA, MD</b> , 38 Park Street, Warsaw, NY 14569 related to an employment agreement – Salary Schedule P to provide OBGYN Physician services in an amount not to exceed \$630,000.00 per year, effective April 19, 2022, as follows: <ul style="list-style-type: none"> <li>• Terminate employment agreement effective 12/31/2022 as a new agreement was approved with FARKAD BALAYA, MD PC by Resolution #22-706 approved on 12/13/2022.</li> </ul>   |  | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| 11. Amend Resolution #17-166 approved on 03/14/2017 with <b>ERIE COUNTY MEDICAL CENTER CORPORATION (ECMCC)</b> related to the Administrative Services Agreement as follows: <ul style="list-style-type: none"> <li>• Extend the term of the agreement from 06/02/2020 – 12/31/2022 through <b>01/01/2023 - 02/28/2026</b> for the Medical Director position.</li> <li>• Add services of the <b>Vice President of Pharmacy Services</b> (Exhibit A-5) in an amount not to exceed \$100 per hour for a total amount not to exceed \$20,000 per year; effective February 1, 2023 – February 28, 2024.</li> </ul> | <b>Resolution #17-166 approved on 03/14/2017;<br/>                     Resolution #18-206 approved on 04/10/2018;<br/>                     Resolution #18-281 approved on 06/12/2018;<br/>                     Resolution #20-140 approved on 03/10/2020;<br/>                     Resolution #22-101 approved on 02/08/2022</b> | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |

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| <p>12. <u><a href="#">Amend Salary Schedule C as follows:</a></u></p> <ul style="list-style-type: none"> <li>• Create one (1) 1.00 FTE <b>Director of Diagnostic Imaging Services</b> position (Position Code #TBD) under <u>IMAGING AND TESTING</u> and set a salary range of \$100,000 - \$125,000 per year, position available date 01/25/2023.</li> <li>• Create one (1) 0.00 FTE <b>Director of Outpatient Services Per Diem</b> position (Position Code #TBD) under <u>IMAGING AND TESTING</u> and set the hourly rate at \$51.49, position available date 02/19/2023.</li> </ul>   |            | <p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p> | <p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p> |
| <p>13. <u><a href="#">Amend Salary Schedule C as follows:</a></u></p> <ul style="list-style-type: none"> <li>• Amend one (1) 1.00 FTE <b>Safety/Emergency Preparedness Coordinator</b> position (Position Code # 02.126.611) under <u>SAFETY</u> and set a salary range of \$60,000 - \$75,000 per year, effective 02/15/2023.</li> <li>• Set the salary of one (1) 1.00 FTE <b>Financial Analyst</b> position (Position Code #01.173.755) under <u>FISCAL SERVICES</u> at \$76,767, effective 03/01/2023.</li> <li>• Set the salary of one (1) 1.00 FTE <b>Senior Accountant</b> position (Position Code #01.133.664) under <u>FISCAL SERVICES</u> at \$80,000, effective 03/01/2023.</li> </ul> |            | <p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p> | <p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p> |
| <p>14. <u><a href="#">Amend Salary Schedule C as follows:</a></u></p> <ul style="list-style-type: none"> <li>• Abolish one (1) 1.00 FTE <b>Director of Outpatient Services</b> (Position Code #01.602.100) under <u>IMAGING AND TESTING</u>, effective 02/05/2023.</li> </ul>   |            | <p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p> | <p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p> |

Committee Chair Initials: \_\_\_\_\_

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Absent:

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|---|--|--|--|
| <p>15. <u><a href="#">Amend Salary Schedule P as follows:</a></u></p> <ul style="list-style-type: none"> <li>• Include a <i>Stipend for the General Surgeon</i> position (Position Code #10.121.681) under <u>GENERAL SURGERY CLINIC</u> for wRVUs in excess of 5,800 for each year (January 1 to December 31) in an amount of \$69.44 per wRVU, payable in February of each year, effective 03/05/2023.</li> <li>• Include a <i>Stipend for the General Surgeon</i> position (Position Code #10.121.681) under <u>GENERAL SURGERY CLINIC</u> if net surgery revenue growth exceeds \$2,000,000.00 per calendar year (January 1 to December 31) in the amount of \$25,000.00, payable in February of each year, effective 03/05/2023.</li> <li>• Include a <i>Stipend for the General Surgeon</i> position (Position Code #10.121.681) under <u>GENERAL SURGERY CLINIC</u> if net surgery revenue growth exceeds \$4,000,000.00 per calendar year (January 1 to December 31) in an additional amount of \$25,000.00, payable in February of each year, effective 03/05/2023.</li> </ul> |  | <p>Motion:<br/>Ayes:<br/>Noes:<br/>Absent:</p> | <p>Carried:<br/>Defeated:<br/>Referred to:</p> |
| <p>16. <u><a href="#">Amend Salary Schedule P as follows:</a></u></p> <ul style="list-style-type: none"> <li>• Abolish one (1) 1.00 FTE <i>OB/GYN Physician</i> position (Position Code #10.117.657) under <u>OB CLINIC</u>, effective 01/01/2023.</li> </ul>   |  | <p>Motion:<br/>Ayes:<br/>Noes:<br/>Absent:</p> | <p>Carried:<br/>Defeated:<br/>Referred to:</p> |
| <p>17. Approve the memorandum of understanding between the County of Wyoming and the Civil Service Employees Association, Local 1000, AFSCME, AFL-CIO General Unit related to hospital acute staffing (certified nurse assistants, licensed practical nurses, patient care techs, and registered nurses), effective 01/19/2023 – 02/28/2023.</p>  | <p><b><i>FYI - The details should be coming from Dan Farberman</i></b></p> | <p>Motion:<br/>Ayes:<br/>Noes:<br/>Absent:</p> | <p>Carried:<br/>Defeated:<br/>Referred to:</p> |



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| <b>Budget Office w/J. Cook</b>  |   |                                      |                                       |
| 1. <i>Review of 2022 Budget Transfers made by the budget department for committee approval</i>  | <i>*NONE – still waiting for payroll accruals to be done.</i> | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| 2. <i>Recap of 2022 Contingency and Appropriated Funds as of 2/7/23 Board Resolutions</i>   | <i>*to be carried in</i>                                      | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| 3. <b>2023 Appropriation (on behalf of PRE K)</b><br>To: 012960.510001 Salaries S/D/I \$ 75.00<br>012960.510101 CSEA \$1,200.00<br>012960.583001 FICA \$ 79.05<br>012960.585001 Medicare - FICA \$ <u>18.49</u><br>w/ 01296003.434890 County Healthcare Bonuses \$1,372.54<br>Reason: To cover the cost of State mandated (V1) Health Care Bonus funds issued on 2/3/23 reimbursed by NYS in whole.           |   | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| 4. <b>2023 Appropriation (on behalf of Public Health)</b><br>To: 014010.510001 Salaries S/D/I \$1,500.00<br>014010.510101 CSEA \$3,500.00<br>014010.583001 FICA \$ 310.00<br>014010.585001 Medicare - FICA \$ <u>72.50</u><br>w/ 01401013.434890 County Healthcare Bonuses \$5,382.50<br>Reason: To cover the cost of State mandated (V1) Health Care Bonus funds issued on 2/3/23 reimbursed by NYS in whole |   | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |

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| <p><b>5. 2023 Appropriation (on behalf of EI)</b><br/>                     To: 014059.510001 Salaries S/D/I           \$ 150.00<br/>                         014059.510101 CSEA                     \$1,200.00<br/>                         014059.583001 FICA                     \$ 83.70<br/>                         014059.585001 Medicare - FICA       <u>\$ 19.58</u><br/>                     w/ 01405904.434890 County Healthcare Bonuses \$1,453.28<br/>                     Reason: To cover the cost of State mandated (V1) Health Care Bonus funds issued on 2/3/23 reimbursed by NYS in whole</p>     |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <p><b>6. 2023 Appropriation (on behalf of Jail Medical)</b><br/>                     To: 014060.510101 CSEA                     \$1,500.00<br/>                         014060.583001 FICA                     \$ 93.00<br/>                         014060.585001 Medicare - FICA       <u>\$ 21.75</u><br/>                     w/ 01406002.434890 County Healthcare Bonuses \$1,614.75<br/>                     Reason: To cover the cost of State mandated (V1) Health Care Bonus funds issued on 2/3/23 reimbursed by NYS in whole</p>   |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <p><b>7. 2023 Appropriation (on behalf of OFA)</b><br/>                     To: 016772.510001 Salaries S/D/I           \$ 750.00<br/>                         016772.583001 FICA                     \$ 46.50<br/>                         016772.585001 Medicare - FICA       <u>\$ 10.88</u><br/>                     w/ 01677211.434890 County Healthcare Bonuses \$807.38<br/>                     Reason: To cover the cost of State mandated (V1) Health Care Bonus funds issued on 2/3/23 reimbursed by NYS in whole</p>   |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <p><b>8. 2023 Appropriation (on behalf of Youth)</b><br/>                     To: 017310.510001 Salaries S/D/I           \$ 525.00<br/>                         017310.510101 CSEA                     \$2,100.00<br/>                         017310.583001 FICA                     \$ 162.75<br/>                         017310.585001 Medicare - FICA       <u>\$ 38.05</u><br/>                     w/ 01731004.434890 County Healthcare Bonuses \$2,825.80<br/>                     Reason: To cover the cost of State mandated (V1) Health Care Bonus funds issued on 2/3/23 reimbursed by NYS in whole</p> |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |

## FINANCE COMMITTEE MEETING AGENDA

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*Thank you!*

Date: Tuesday, February 07, 2023 @ 9:00 AM

Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center.*

Present: **Kehl, Grant**, Davis, Leuer, May, Brick, King, Becker

Absent:

Also Present:

| Department Agenda Item   | Discussion | Decision                             | Action                                |
|--|------------|--------------------------------------|---------------------------------------|
| <p><b>9. 2022 Appropriation Reduction (on behalf of CIP)</b><br/>Reduce: 121620.521002.R Property Renovations (\$29,525.05)<br/>w/ 12162005.440890.R Federal Aid ARPA (\$29,525.05)<br/>Reason: To reduce appropriation of ARPA to account for the remaining funds in excess of project cost.</p>  |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>Clerk to the Board w/C. Ketchum</b>   |            |                                      |                                       |
| <p><b>1. FYI ~ Contract (\$3,000 and under):</b><br/>• <b>Indoff</b>, 11816 Lackland Rd., St. Louis, MO 63146 for the printing of the 2021 Journals of Proceedings in an amount not to exceed \$553.00; effective 01/09/2023 through delivery of journals.</p>   |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <p><b>4. Additional 1% Sales Tax Extender Update:</b><br/>• Last Actions ~<br/>○ Senate (Borrello) – 02/02/23 introduced (S.04068) and referred to Budget &amp; Revenue<br/>○ Assembly – No Same As</p>  |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>Board of Supervisors w/B. Kehl</b>  |            |                                      |                                       |
| <p><b>1. Professional Service Contract \$5,001 or greater:</b><br/>Authorize Chairman to sign a Lease agreement with <b>Wyo. Co. Tobacco Asset Securitization Corporation</b>, 36 Center Street, Suite ___ Warsaw NY 14569 for lease of 105.75 sq. ft. at the Wyo. Co. Ag. and Business Center, 36 Center Street Warsaw NY at the base rent amount of \$14.24/sq. ft., total lease amount \$1,505.88/annually; effective <b>January 01, 2023 through December 31, 2025.</b> <span style="background-color: yellow;">(MUNIS Contract #1254)</span> - ✓✓</p> |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |

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 Present: **Kehl, Grant**, Davis, Leuer, May, Brick, King, Becker  
 Absent:  
 Also Present:

| Department Agenda Item  | Discussion                 | Decision                             | Action                                |
|---|----------------------------|--------------------------------------|---------------------------------------|
| <p><b>2. Appointment/Reappointments:</b><br/> <b>HIPAA</b><br/> <i>One (1) year term effective January 1, 2023 through December 31, 2023</i><br/> <b>Corporate Compliance Officer</b></p> <ul style="list-style-type: none"> <li>• <b>Sandra King</b>, 4643 Safford Road, Gainesville NY 14066</li> </ul> <p><b>Security Officer</b></p> <ul style="list-style-type: none"> <li>• <b>William J. Sikes</b>, 18 Jefferson Street, Warsaw, NY 14569</li> </ul> <p><b>Privacy Officer</b></p> <ul style="list-style-type: none"> <li>• <b>Joan Kibler</b>, 143 N. Main St., Warsaw, NY 14569</li> </ul>   |                            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <p><b>3. Reappointments:</b><br/> <b>Inter-County of Western New York</b><br/> <i>One (1) year term effective January 1, 2023 through December 31, 2023</i><br/> <u><b>Member</b></u></p> <ul style="list-style-type: none"> <li>• <b>Jerry Davis</b>, 7414 Court Rd, P.O. Box 445, Pavilion, NY 14525</li> <li>• <b>Ellen Grant</b>, 134 Clinton Street, Alden, NY 14004</li> <li>• <b>Rebecca Ryan</b>, 172 W. Buffalo Street, Warsaw, NY 14569 14024</li> </ul> <p><u><b>Alternate Member</b></u></p> <ul style="list-style-type: none"> <li>• <b>Cheryl Ketchum</b>, 7409 Centerville Rd., Bliss, NY 14024</li> <li>• <b>James Brick</b>, 7618 Route 20A, Perry NY 14530</li> </ul> |                            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>Co. Insurance Office w/ T. Vacinek</b>   |                            |                                      |                                       |
|   | <i>~Nothing to Report~</i> | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |

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 Present: **Kehl, Grant**, Davis, Leuer, May, Brick, King, Becker  
 Absent:  
 Also Present:

| Department Agenda Item  | Discussion                 | Decision                             | Action                                |
|---|----------------------------|--------------------------------------|---------------------------------------|
| <b>Off Track Betting w/</b>   |                            |                                      |                                       |
|   | <i>~Nothing to Report~</i> | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>Other/Referrals:</b>   |                            |                                      |                                       |
| <b>HUMAN RESOURCES</b>  |                            |                                      |                                       |
| <b>Board of Elections</b>   |                            |                                      |                                       |
| 1. <b>Amend Salary Schedule S:</b><br><ul style="list-style-type: none"> <li>• To set the hourly wage of the <i>Election Inspectors</i> to \$14.20 per hour to remain consistent with NYS minimum wage indefinitely; effective 12/31/2022.</li> </ul>       |                            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| 2. <b>2023 Transfer</b><br>From: 011450.520002 IT <span style="float: right;">\$41,389.70</span><br>To: 011450.541410 Software <span style="float: right;">\$41,389.70</span><br><b>Reason:</b> To accommodate the purchase of voter registration software. |                            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| 3. <b>2023 Appropriation:</b><br>To: 011450.541410 Software <span style="float: right;">\$18,448.36</span><br>w/011450006.440890R Federal Aid Other inc. by same<br><b>Reason:</b> To pay for unbudgeted voter registration software                        |                            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |

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Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center.*

Present: **Kehl, Grant**, Davis, Leuer, May, Brick, King, Becker

Absent:

Also Present:

| Department Agenda Item   | Discussion   | Decision                                       | Action   |
|--|--|--|--|
| <b>County Attorney</b>   |  |  |  |
| <p><b>4. Amend Salary Schedule G:</b><br/>To set yearly stipend plus corresponding fringe provided through NYS Indigent Legal Services <b>HH Grant</b> (Contract CSTWIDEHH52 – year 4). Effective 04/01/21 to 03/31/2022:</p> <ul style="list-style-type: none"> <li>• <b>County Attorney</b> (position code 001.503) - \$12,000.00</li> <li>• <b>Secretary to the County Attorney</b> (position code 007.503) \$7,000 (\$5,000 of this \$7,000 has already been paid to EE)</li> <li>• <b>Secretary, PT</b> (position code 015.215) – increase hourly wage from \$24.17/hr (not to exceed \$19,000 per year) to \$25.44/hr (not to exceed \$20,000 per year)</li> </ul>   | <p><i>Funds provided through Hurrell-Harring Grant. Contract No. CSTWIDEHH52 Year 4.</i></p> <p><i>NEW LINE IN HH BUDGET FOR YEAR 4 (which was approved at the end of 2022) – funds for an Assigned Counsel Coordinator</i></p> <p>Only a portion will be paid out as Assigned Counsel Coordinator (currently also the County Attorney) started 1/1/2022<br/>No portion has yet been paid – NEW to HH budget</p> <p><i>Discussion: game plan, regionalization</i></p> <p><i>(the newly allocated \$12,000 from the HH Grant + the stipend from the County of \$3,156 from the Schedule D from the County would permit for a part time hiring at \$15,156).</i></p> | <p>Motion:<br/>Ayes:<br/>Noes:<br/>Absent:</p> | <p>Carried:<br/>Defeated:<br/>Referred to:</p> |
| <p><b>5. Amend Salary Schedule G:</b><br/>To set yearly stipend plus corresponding fringe provided through NYS Indigent Legal Services <b>HH Grant</b> (Contract CSTWIDEHH52 – year 5). Effective 04/01/22 to 03/31/2023: Said Amounts to be Paid bi-weekly effective 1/1/2023, retroactive funds from 4/1/22 to 12/31/22 will be paid out the 4<sup>th</sup> quarter of 2023</p> <ul style="list-style-type: none"> <li>• <b>County Attorney</b> (position code 001.503) - \$13,000.00</li> <li>• <b>Secretary to the County Attorney</b> (position code 007.503) \$9,000</li> <li>• <b>Secretary, PT</b> (position code 015.215) – increase hourly wage from \$25.44/hr (not to exceed \$20,000 per year) to \$27.99/hr (not to exceed \$22,000 per year)</li> </ul> | <p><i>Funds (annual stipend plus corresponding fringe) provided through Hurrell-Harring Grant. Contract No. CSTWIDEHH52 Year 5.</i></p> <p><i>See notes for #2 above. Continuation of grant payments.</i></p>  | <p>Motion:<br/>Ayes:<br/>Noes:<br/>Absent:</p> | <p>Carried:<br/>Defeated:<br/>Referred to:</p> |

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Date: Tuesday, February 07, 2023 @ 9:00 AM  
 Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center.*  
 Present: **Kehl, Grant**, Davis, Leuer, May, Brick, King, Becker  
 Absent:  
 Also Present:

| Department Agenda Item   | Discussion   | Decision                             | Action                                |
|--|--|--------------------------------------|---------------------------------------|
| <b>Human Resource Department</b>   |  |                                      |                                       |
| 6. <b>2023 Appropriation</b><br>To: 011430.541204 Advertising \$21,000.00<br><i>w/Any Funds Available</i><br>Reason: To cover 2023 print advertising expense.  |  | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>HUMAN SERVICES</b>  |  |                                      |                                       |
| <b>Veteran Services</b>  |  |                                      |                                       |
| 1. <b>Position create/fill:</b><br><b>Veterans' Services</b><br>One position of <u>Administrative Assistant (Veteran Services)</u><br>(1.0 FTE) and place on Schedule S. Position available date:<br>February 15, 2023.  | <i>Requesting to fill at an hourly wage rate range of \$17.00 - \$19.00 (salary equivalent of \$30,940-\$34,580).</i>  | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>Youth Bureau</b>  |  |                                      |                                       |
| 2. <b>2023 Appropriation:</b><br>To: 014059.542306-FSUPP EI Misc-FSUPP \$17,000.00<br>w/01405900.412890-FSUPP EI Misc Rev-FSUPP \$17,000.00<br><b>Reason:</b> To cover cost of Women's Caregiver Respite Retreat   | <i>We are anticipating receiving back the full cost of the venue. But we may come up short if not enough people sign up to cover the key note speaker. Baseline attendance to cover speaker is 89 women.</i> | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>Social Services</b>   |  |                                      |                                       |
| 3. <b>Position Fill:</b><br><b>Social Services</b><br>One (1) position of <u>Community Services Worker</u> (Position Code: #157.315), CSEA Agreement, Sch. A. Grade 6 (\$18.83 – \$20.99/hr.) to replace Andie Shearing, who was promoted effective 01/16/23. Position available date: 2/08/23 |  | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| 4. <b>Position Fill:</b><br><b>Social Services</b><br>One (1) position of <u>Community Services Worker</u> (Position Code: #097.315), CSEA Agreement, Sch. A. Grade 6 (\$18.83 – \$20.99/hr.) to replace Lynn Burton, who was promoted effective 01/16/23. Position available date: 2/08/23    |  | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |

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 Location: ***Supervisors' Chambers, 2<sup>nd</sup> floor of the government center.***  
 Present: ***Kehl, Grant,*** Davis, Leuer, May, Brick, King, Becker  
 Absent:  
 Also Present:

| Department Agenda Item   | Discussion | Decision                             | Action                                |
|--|------------|--------------------------------------|---------------------------------------|
| <p><b>5. <i>Position Fill:</i></b></p> <p style="text-align: center;"><b>Social Services</b></p> <p>One (1) position of <b><i>Social Services Program Specialist</i></b> (Position Code: #196.359), CSEA Agreement, Sch. A. Grade 10 (\$20.38- \$23.06/hr.) to replace Michael Bramer, who transferred to a noncontingent position effective 5/25/22.<br/> <i>Position available date: 2/08/23</i></p> |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <p><b>6. <i>Position Fill:</i></b></p> <p style="text-align: center;"><b>Social Services</b></p> <p>One (1) position of <b><i>Child Support Unit Supervisor</i></b> (Position Code: #169.411), CSEA Agreement, Sch. A. Grade 15 (\$22.43- \$26.09/hr.) to replace Joanne Schreiber, who resigned effective 1/4/23. Position available date: 2/08/23</p>  |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <p><b>7. <i>Position Fill:</i></b></p> <p style="text-align: center;"><b>Social Services</b></p> <p>One (1) position of <b><i>Social Services Program Specialist</i></b> (Position Code: #120.359), CSEA Agreement, Sch. A. Grade 10 (\$20.38- \$23.06/hr.) to replace Micelle Tamol (Laird), who resigned effective 1/4/23. Position available date: 2/08/23</p>                                      |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <p><b>8. <i>Position Creation/Fill:</i></b></p> <p style="text-align: center;"><b>Social Services</b></p> <p>One (1) position of <b><i>Senior Account Clerk</i></b> (1.00 FTE) CSEA Agreement, Sch. A. Grade 6 (18.83-20.99); Position available date: 2/15/23. Benefit package consistent with current CSEA Bargaining Agreement.</p>   |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>PUBLIC HEALTH</b>   |            |                                      |                                       |
| <b>Mental Health</b>   |            |                                      |                                       |
| <p><b>1. 2023 Appropriation</b></p> <p><b>To:</b> 014220.542417.SAPT Subst Abuse/Treatm Grt \$8,881.00<br/>                     w/01422004.444920.SAPT Subst Abuse Federal \$8,881.00<br/> <b>Reason:</b> Funding for OASAS Federal Block Grants for P4P</p>   |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |



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 Present: **Kehl, Grant**, Davis, Leuer, May, Brick, King, Becker  
 Absent:  
 Also Present:

| Department Agenda Item   | Discussion                      | Decision                             | Action                                |
|--|---------------------------------|--------------------------------------|---------------------------------------|
| <p><b>2. 2023 Appropriation</b><br/> <b>To:</b> 014220.542417.SAPTI Primry Prev Infrac Gnt <u>\$8,881.10</u><br/>                     w/01422004.444920.SAPTI Subst Abuse Federal \$8,881.10<br/> <b>Reason:</b> Funding for OASAS Infrastructure Federal Block Grants for P4P</p>   |                                 | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <p><b>3. 2023 Appropriation</b><br/> <b>To:</b> 014325.542445 Supported Apartment <u>\$15,600.00</u><br/>                     w/01432500.434900 Mental Health \$15,600.00<br/> <b>Reason:</b> Increase in State Aid</p>  |                                 | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>Public Health</b>   |                                 |                                      |                                       |
| <p><b>4. 2023 Appropriation:</b><br/> <b>To:</b> 014010.520401 MISC EQUIPMENT \$7,300.00<br/>                     w/ 01401016.434010 Additional State Aid \$7,300.00<br/> <b>Reason:</b> Appropriate a portion of the NYSDOH Year 10 Performance Incentive Award for purchase of a copier/fax to replace equipment at end of life.</p> |                                 | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <p><b>5. 2023 Appropriation:</b><br/> <b>To:</b> 014010.542435 CYSHCN \$13,954.00<br/>                     w/ 01401028.444890 CYSHCN (federal) \$13,954.00<br/> <b>Reason:</b> Appropriate federal funding awarded in the NYSDOH CYSHCN grant previously administered at the YB, now administered by the HD.</p>                       | <i>Children and Youth grant</i> | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |

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Present: **Kehl, Grant**, Davis, Leuer, May, Brick, King, Becker

Absent:

Also Present:

| Department Agenda Item  | Discussion   | Decision  | Action   |
|---|--|---|--|
| <p><b>6. 2023 Appropriation:</b><br/> <b>To:</b> 014050.510001 Salaries SDI \$15,000.00<br/>                     014050.520002 Computer Equipment 5,000.00<br/>                     014050.540201 Dues – Affiliation Fee 1,900.00<br/>                     014050.540301 Professional Service Contract 121,874.00<br/>                     014050.540406 Employee Mileage (50.00)<br/>                     014050.540503 Gasoline 1,000.00<br/>                     014050.541010 Office Supplies 1,500.00<br/>                     014050.541214 Supplies 14,499.00<br/>                     014050.581001 Retirement 1,950.00<br/>                     014051.583001 FICA 930.00<br/>                     014052.585001 Medicare – FICA <u>217.00</u><br/>                     w/01405001.434010 Healthy Families (STATE)<br/>                     \$163,820.00</p> <p><b>Reason:</b> Appropriate revenue awarded in the Healthy Families Grant due to the addition of programming in Genesee County.</p> |  | <p>Motion:<br/>                     Ayes:<br/>                     Noes:<br/>                     Absent:</p> | <p>Carried:<br/>                     Defeated:<br/>                     Referred to:</p> |
| <p><b>7. 2022 Appropriation:</b><br/> <b>To:</b> 014010.540704 Lab Fees – Basic \$2,990.75<br/>                     w/ 01401003.416010 PH Env Fees \$2,990.75</p> <p><b>Reason:</b> Appropriate additional funds to cover the remaining expense for Lab Fees associated with water samples.</p>   |  | <p>Motion:<br/>                     Ayes:<br/>                     Noes:<br/>                     Absent:</p> | <p>Carried:<br/>                     Defeated:<br/>                     Referred to:</p> |
| <p><b>8. Position Creation/Fill:</b><br/> <i>Health Department</i><br/>                     One (1) position of <b>Public Health Technician</b> (1.0fte), CSEA Schedule A, Grade 15 (hourly rate of \$22.43/hr to \$26.09); effective February 20, 2023.</p>  | <p><i>Budgeted position, funded by increased NYSDOH Article 6 State Aid.</i></p> | <p>Motion:<br/>                     Ayes:<br/>                     Noes:<br/>                     Absent:</p> | <p>Carried:<br/>                     Defeated:<br/>                     Referred to:</p> |
| <p><b>9. Position Abolish:</b><br/> <i>Health Department</i><br/>                     One (1) position of <b>Student Aide (Seasonal)</b>(1.0fte) (position code #075.319) and amend Salary Schedule G to remove this title; effective February 15, 2023.</p>  |  | <p>Motion:<br/>                     Ayes:<br/>                     Noes:<br/>                     Absent:</p> | <p>Carried:<br/>                     Defeated:<br/>                     Referred to:</p> |

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 Absent:  
 Also Present:

| Department Agenda Item   | Discussion | Decision                             | Action                                |
|--|------------|--------------------------------------|---------------------------------------|
| <p>10. <b>Position Fill:</b><br/> <span style="padding-left: 40px;"><i>Health Department</i></span><br/>                     One (1) position of <b>Public Health Corp Fellow</b> (1.0fte) (Position Code #155.642) on Schedule G, \$42,433/year to replace A. Rimbeck; position available date is February 13, 2023.</p>  |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <p>11. <b>Amend Salary Schedule "G":</b><br/>                     To provide the <b>Director of Clinical and Community Services (#141.610)</b> with an annual stipend in the amount of \$15,000.00, effective 1/1/2023 through 9/30/2027 for Program Manager duties associated with the fully-approved OCFS Healthy Families grant to deliver services in Wyoming and Genesee Counties (approved by Resolutions 22-409 &amp; 22-658. MUNIS 629).</p> |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>PLANNING COMMITTEE</b>  |            |                                      |                                       |
| <b>Planning Dept.</b>  |            |                                      |                                       |
| <p>1. <b>Position fill:</b><br/> <span style="padding-left: 40px;"><b>Planning and Development</b></span><br/>                     One position of <b>Administrative Assistant (Planning)</b> (1.0 FTE) (position code 013.660), currently on Schedule S at \$17.72/hr. (annual salary equivalent of \$32,254.00), to replace <b>Brittni Kwiecien</b>, who has resigned. <b>Position available date: February 8, 2023.</b></p>                       |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>Chamber of Commerce</b>   |            |                                      |                                       |
| <p>2. <b>2023 Appropriation</b><br/> <b>To:</b> 016420.540910 Tourism \$17,395.00<br/>                     w/01642001.440890R Federal Recovery \$17,395.00<br/> <b>Reason:</b> To re-appropriate Recovery funding previously approved for a redesign of the Tourism Website into 2023.</p>   |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |

## FINANCE COMMITTEE MEETING AGENDA

Committee meetings are now open to the general public.  
We ask that you continue to practice safe social distancing requirements.

*Thank you!*

Date: Tuesday, February 07, 2023 @ 9:00 AM  
 Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center.*  
 Present: **Kehl, Grant**, Davis, Leuer, May, Brick, King, Becker  
 Absent:  
 Also Present:

| Department Agenda Item  | Discussion | Decision                             | Action                                |
|---|------------|--------------------------------------|---------------------------------------|
| <b>PUBLIC WORKS</b>   |            |                                      |                                       |
| <b>Highway</b>  |            |                                      |                                       |
| <p>1. <b>Position Fill:</b><br/> <span style="padding-left: 40px;"><i>Highway Dept.</i></span><br/>                     One (1) position of <u>Highway Equipment Maintenance Operator</u>, (position code 002.420) (1.0 FTE) CSEA agreement, Sch. A, grade 10 at an hourly rate of \$20.38 - \$23.06 to replace Frank Lohmer who transferred to Highway Maintenance Supervisor on January 03, 2023; position available date is February 08, 2023.</p> |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>Buildings &amp; Grounds</b>  |            |                                      |                                       |
| <p>2. <b>Position Creation/Fill:</b><br/> <span style="padding-left: 40px;"><i>Building &amp; Grounds</i></span><br/>                     One (1) position of <u>Laborer (Per Diem) (Temp.)</u> with only those benefits mandated by law for a period of six months; effective February 15th, 2023 through July 31, 2023. Approved salary/wage range: <u>\$20.00 to \$25.00.</u></p>  |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <p>3. <b>Position Fill:</b><br/> <span style="padding-left: 40px;"><i>Buildings &amp; Grounds</i></span><br/>                     One (1) position of <u>Building Maintenance Mechanic</u>, (Position Code 045.032) (1.00 FTE) CSEA agreement, Sch. A, grade 10 (<u>Step 1 - Step 6</u>) to replace <i>James Roggow</i> who moved into working supervisor title; position available date is 2/14/2023.</p>  |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>PUBLIC SAFETY</b>  |            |                                      |                                       |
| <b>Sheriff</b>  |            |                                      |                                       |
| <p>1. <b>2022 Appropriation:</b><br/>                     To: 013112.540016.2022 Internet Services           \$17,925.00<br/>                     w/01311208.443890.2022 Fed Aid Other Public Safety<br/> <span style="padding-left: 180px;">\$17,925.00</span><br/> <b>Reason:</b> To appropriate the 2022 Awarded Homeland Security grant funds.</p>  |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |

## FINANCE COMMITTEE MEETING AGENDA

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Thank you!

Date: Tuesday, February 07, 2023 @ 9:00 AM  
 Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center.*  
 Present: **Kehl, Grant**, Davis, Leuer, May, Brick, King, Becker  
 Absent:  
 Also Present:

| Department Agenda Item   | Discussion | Decision                             | Action                                |
|--|------------|--------------------------------------|---------------------------------------|
| <b>2. 2023 Appropriation:</b><br><b>To:</b> 013112.542101.2020 Law Enforcement Supplies\$6,000.00<br>w/01311207.443890 Homeland Security 2020 \$6,000.00<br><b>Reason:</b> To appropriate the remaining balance of the 2020 LETPP Homeland Security Grant Funds.   |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>3. 2023 Appropriation:</b><br><b>To:</b> 013112.542101.2021 Law Enforcement Supplies\$3,000.00<br>w/01311208.443890.2021 Fed Aid Other Public Safety<br>\$3,000.00<br><b>Reason:</b> To appropriate the remaining balance of the 2021 LETPP Homeland Security Grant Funds   |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>4. 2023 Appropriation:</b><br><b>To:</b> 013112.540009.2022 Cellular Phone \$ 480.00<br>013112.540016.2022 Internet Services <u>\$14,809.07</u><br>w/01311208.443890.2022 Fed Aid Other Public Safety<br>\$15,289.07<br><b>Reason:</b> To appropriate the remaining balance of the 2022 LETPP Homeland Security Grant Funds   |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>5. Position Fill:</b><br><p style="text-align: center;"><b>Sheriff</b></p> One position of <u>Dispatcher</u> (PT, variable FTE) (position code 109.108) range of \$20.57-\$25.08 per hour following WCSEA agreement to replace <b>Madeline Folts</b> , who resigned. <b>Position available date: February 8, 2023.</b>        |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>6. Position Fill:</b><br><p style="text-align: center;"><b>Sheriff</b></p> One position of <u>Deputy Sheriff PT</u> (position code 035.504) range of \$26.72-\$28.80 per hour following WDSEA agreement to replace <b>Kyle Murray</b> , who has been promoted to full-time. <b>Position available date: February 8, 2023.</b> |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |

## FINANCE COMMITTEE MEETING AGENDA

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*Thank you!*

Date: Tuesday, February 07, 2023 @ 9:00 AM  
 Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center.*  
 Present: **Kehl, Grant**, Davis, Leuer, May, Brick, King, Becker  
 Absent:  
 Also Present:

| Department Agenda Item   | Discussion   | Decision                             | Action                                |
|--|--|--------------------------------------|---------------------------------------|
| <b>Jail</b>  |  |                                      |                                       |
| <p><b>7. Position Fill:</b></p> <p style="text-align: center;"><b>Jail</b></p> <p>One position of <b><u>Correction Officer</u></b> (1.0 FTE) (position code 015.065) hourly range of \$23.80-\$29.20 per hour following WCSEA agreement to replace <b>Jon Hathaway</b>, who has retired. <b>Position available date: February 8, 2023.</b></p>   |  | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>Emergency Services</b>  |  |                                      |                                       |
| <p><b>8. Position Create/Fill:</b></p> <p style="text-align: center;"><b>Emergency Services</b></p> <p>One position of <b><u>Administrative Assistant (Emergency Services) (Temporary) (Per Diem)</u></b>, approx. 10 hours per week, based on Schedule S at \$25.13 per hour. Position available January 5, 2023.</p>   | <p><b><i>Emergency fill effective 1/5/23 – 2/14/23 approved by Chairperson Ryan on 1/10/2023</i></b></p> | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <p><b>9. Position Fill:</b></p> <p style="text-align: center;"><b>Emergency Services</b></p> <p>One position of <b><u>Administrative Assistant (Emergency Services)</u></b> (1.0 FTE) (position code 010.435) currently on Schedule S at \$25.13 per hour (salary equivalent of \$45,741) to replace Sylvia Previtly, who resigned 01/04/2023. <b>Position Available: February 15, 2023.</b></p> | <p><b><i>Approved starting wage range for negotiating purposes: \$21.00 - \$25.13 per hour.</i></b></p>  | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <p><b>7. 2023 Appropriation:</b></p> <p><b>To:</b> 013640.541111 Computers &amp; Technology      \$3,730.00<br/> <i>w/any funds available</i></p> <p><b>Reason:</b> Replace copier/printer that is end of life.</p>  |  | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |

## FINANCE COMMITTEE MEETING AGENDA

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Thank you!

Date: Tuesday, February 07, 2023 @ 9:00 AM  
 Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center.*  
 Present: **Kehl, Grant**, Davis, Leuer, May, Brick, King, Becker  
 Absent:  
 Also Present:

| Department Agenda Item   | Discussion  | Decision  | Action   |
|--|---|---|--|
| <b>Fire &amp; Building Code Enforcement</b>  |   |   |  |
| <p>8. <i>Position Create/Fill:</i><br/>                     <b>Building Codes</b><br/>                 One position of <u><a href="#">Administrative Assistant (Fire and Building Code Enforcement)</a></u> (1.00 FTE) and place on Schedule S.<br/> <b>Position available date: February 15, 2023.</b></p>  | <p><i>Requesting to fill at an hourly rate range of \$21.97 - \$23.63 (salary equivalent of \$40,000-\$43,000).</i></p> | <p>Motion:<br/>                     Ayes:<br/>                     Noes:<br/>                     Absent:</p> | <p>Carried:<br/>                     Defeated:<br/>                     Referred to:</p> |
| <b>Fire &amp; Building Code Enforcement</b>  |   |   |  |
| <p>9. <i>2023 Appropriation:</i><br/> <b>To:</b> 013140.510601 Unused Benefit time           \$7,433.94<br/>               013140.585001 Medicare FICA                   107.79<br/>               013140.583001 FICA                             460.90<br/>               <i>w/any funds available</i><br/> <b>Reason:</b> To pay for unbudgeted retroactive vacation pay; and other adjustments the finance clerk was not accruing the correct amount of vacation time since 2017. The total appropriation is \$8,002.63.</p> |   | <p>Motion:<br/>                     Ayes:<br/>                     Noes:<br/>                     Absent:</p> | <p>Carried:<br/>                     Defeated:<br/>                     Referred to:</p> |
| <p>10. <i>2023 Transfer:</i><br/> <b>From:</b> 013141.510201 Part Time Contracts           \$220.00<br/>               <b>To:</b> 013141.540007 Telephone (Basic &amp; LD)       \$220.00<br/> <b>Reason:</b> Budgeting error – to adjust for phone line in Alternatives to Corrections that was erroneously unbudgeted.</p>   |   | <p>Motion:<br/>                     Ayes:<br/>                     Noes:<br/>                     Absent:</p> | <p>Carried:<br/>                     Defeated:<br/>                     Referred to:</p> |

## FINANCE COMMITTEE MEETING AGENDA

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*Thank you!*

Date: Tuesday, February 07, 2023 @ 9:00 AM

Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center.*

Present: **Kehl, Grant**, Davis, Leuer, May, Brick, King, Becker

Absent:

Also Present:

| Department Agenda Item  | Discussion  | Decision                                       | Action   |
|---|---|--|--|
| <b>Public Defender</b>  |   |  |  |
| <p>11. <b>Amend Salary Schedule G:</b><br/><b>Public Defender</b><br/>To set stipends plus corresponding fringe provided through NYS Indigent Legal Services (ILS) <b>4<sup>th</sup> Counsel at First Appearance</b> Grant (Contract CAFA456) due to Assistant Public Defender (5<sup>th</sup>) resigning; Said amounts to be paid biweekly effective 01/09/2023 through year end 12/31/2023:</p> <ul style="list-style-type: none"> <li>• Assistant Public Defender (2nd) (position 001.503)<br/>\$25,500.00</li> <li>• Assistant Public Defender (3rd) (position 002.503)<br/>\$12,010.00</li> </ul>  | <p>These stipends were previously set, due to Assistant Public Defender (5<sup>th</sup>) resigning the figures had to be re-budgeted.</p>   | <p>Motion:<br/>Ayes:<br/>Noes:<br/>Absent:</p> | <p>Carried:<br/>Defeated:<br/>Referred to:</p> |
| <p>12. <b>Amend Salary Schedule G:</b><br/><b>Public Defender</b><br/>To set stipends plus corresponding fringe provided through NYS Indigent Legal Services (ILS) <b>4<sup>th</sup> Counsel at First Appearance</b> Grant (Contract CAFA456); <u>Said amounts to be paid biweekly effective 01/01/2023 pay period through contract year end 12/31/2025:</u></p> <ul style="list-style-type: none"> <li>• Public Defender (003.503) \$5,510.00</li> <li>• Assistant Public Defender (1<sup>st</sup>) (position code 004.503)<br/>\$3,010.00</li> <li>• Assistant Public Defender (6th) (position 012.503) \$2,500.00</li> <li>• Secretary to the Public Defender (position 005.503)<br/>\$2,750.00</li> </ul> | <p>These stipends were previously set, due to Assistant Public Defender (5<sup>th</sup>) resigning the figures had to be re-budgeted.</p>   | <p>Motion:<br/>Ayes:<br/>Noes:<br/>Absent:</p> | <p>Carried:<br/>Defeated:<br/>Referred to:</p> |
| <p>13. <b>Amend Salary Schedule S:</b><br/>To set hourly wage plus corresponding fringe for one (1) <b>Secretary I</b> (position 006.350) under PUBLIC DEFENDER to reflect \$24.45 (annual equivalent \$44,500.00), effective February 13, 2023.</p>  | <p>The position will be funded as follows:</p> <ul style="list-style-type: none"> <li>• \$10,000.00 Hurrell-Harring</li> <li>• \$34,500.00 Levy</li> </ul> <p>To make up an annual equivalent salary of \$44,500.00</p> | <p>Motion:<br/>Ayes:<br/>Noes:<br/>Absent:</p> | <p>Carried:<br/>Defeated:<br/>Referred to:</p> |

Signature of Committee Chairman: **p/B. Kehl** (minutes prepared by \_\_\_\_\_).

Next Finance Committee Meeting scheduled for **Tuesday, March 7, 2023 @ 9:00 AM.**

Committee Chair Initials: \_\_\_\_\_