

## 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...

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Date: Tuesday, May 03, 2022 @ 9:00 AM

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

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<b>Committee Chair's Agenda</b>			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>9:00 AM Co. Insurance Office w/ T. Vacinek</b>			
1. Amend Resolution No. 20-427, entitled, <i>"Disability Insurance Rates with ShelterPoint Approved,"</i> to reflect a revised expiration date of January 1, 2022.	<i>Policy #D623154 covered previous Schedule X that upon successful ratification of the 2022 successor CSEA agreement, have been voluntarily recognized for representation by the Union. These employees would be included in the policy for CSEA hospital employees.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <i>Update:</i> • Safety Training Day	<i>12 Towns, 2 Villages and County Highway participated with 76 attendees. Received positive feedback from Superintendents and employees. Will continue on an annual basis.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>9:10 AM Information Technology w/B. Sikes</b>			
1. <b>Professional Service Contract (\$3,001-\$5,000):</b> Authorize Chairwoman to sign a contract, pursuant to General Municipal Law §104(b), with <b>SHI</b> , 290 Davidson Avenue, Somerset, New Jersey, 08873 for KnowBe4 Security Awareness Training Subscription, in an amount not to exceed \$3,713.26; effective May 30, 2022 through May 29, 2023. <b>(MUNIS CONTRACT #369)</b>	The total amount of the quote is for \$9,269.26. Of that total, \$5,556.00 will be paid by the hospital IT Department. Having all of the county users and WCCH users on the same quote makes our user count higher, which provides a savings.	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

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<b>9:20 AM Treasurer w/R. LaWall</b>			
1. <u><a href="#">Sales Tax update</a></u>	See attached	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <i>General Department Updates</i>	See attached	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. <i>Resolution to establish a restricted fund balance for Opioid Settlement Funds. \$38,314.72 received 4/21/2022 for first distributors settlement:</i> <ul style="list-style-type: none"> <li>• \$9,497.52 Direct restricted funds.</li> <li>• \$9,497.52 Direct unrestricted funds</li> <li>• \$19,319.69 additional funds intended for approved uses</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
4. <i>Amend Salary Schedule "S":</i> Set the annual salary of the <b>Junior Deputy Treasurer</b> (1.0 FTE) (Position Code 025.659) within the Department of TREASURER to reflect \$46,000.00 per year; effective April 12, 2022.	<i>FLSA status - Exempt</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<b>5. Amend Salary Schedule "S":</b> Set the hourly wage of the <b>Fiscal Administrator</b> (1.0 FTE) (Position Code 024.405) within the Department of TREASURER to reflect \$24.18/hr. (annual salary equivalent of \$44,007.60 (currently on schedule S at \$41,850.00); effective May 24, 2022	<b>FLSA status – Non-Exempt</b>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>6. Appropriation:</b> <b>To:</b> 019785.566422 Ag & Bus Cntr Lease Prin.   \$34,073.73 019785.576422 Ag & Bus Cntr Lease Int.    \$24,995.63 <b>w/any funds available</b> \$59,069.36 <b>Reason:</b> To pay unbudgeted January and February 2022 lease payments of Ag Center due to delayed closing.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>7. Approve Procurement Card:</b> <ul style="list-style-type: none"> <li>To provide Junior Deputy Treasurer, Leann Becker, with a credit limit of \$500.00.</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>9:40 AM Real Property Tax Services w/S. Lippincott</b>			
<b>1. Bid Award:</b> Authorize Chairman to award bid and sign contract with <b>Applied Business Systems, Inc.</b> , 26 Harvester Ave., Batavia, NY 14020; for Tax Bill Development, Printing, Finishing, and Mailing Services; annual amount not to exceed \$28,000.00 total contract not to exceed \$84,000.00; effective May 1, 2022 through January 30, 2024. <b>(MUNIS CONTRACT #373 – Color .20/parcel)</b> <b>(MUNIS CONTRACT #371 – B&amp;W .16/parcel)</b>	<b>Overall savings going to black and white is expected to be about \$2,000.00 annually.</b>  Expense is budgeted 011355-541202 Printing	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

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2. <b>Permission to allow for pre-payment of estimated postage prior to each tax cycle. Postage is billed back to the municipalities that choose the mailing option.</b>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. <b>Appropriation:</b> To: 011355.540401 Training \$2,250.00 011355.540301 Professional Svc. <u>\$28,320.00</u> w/01135508.440890R Federal Aid Recovery \$30,570.00 <b>Reason:</b> To pay for the GIS Parcel Migration and training for staff to complete the project		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
4. <b>Overnight Travel Authorization:</b> Donna Almeter to attend 2022 Cornell Seminar on Appraising in Ithaca, NY, July 17 through July 21, 2022. The county car will be used. \$400 for tuition, hotel \$134.00 for 4 days = \$536.00. Plus meals.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
5. <b>Solar Response Letter</b> Received solar project letter of intent for project located in Town of Pike by Delaware River Solar	<b>Must respond requiring PILOT agreement or project will become wholly exempt</b>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
6. <b>Info Only:</b> <ul style="list-style-type: none"> <li>• Tentative Rolls have been filed (5/1/2022). They are available to the public on the Real property website for review.</li> <li>• BAR training update.</li> <li>• Working on Village bills for June</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<b>10:00 AM Wyo. Co. Community Hospital w/M. Corcimiglia</b>			
1. <i>General Update</i>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Amend Resolution #22-098 approved on 02/08/2022 with <b>SYSTEMS PERSONNEL, INC.</b> , 4154 Seneca Street, West Seneca, NY 14224, related to a contingency agreement for recruiting services, not to exceed \$60,000 for 6 month term, effective 01/26/2022 – 07/31/2022, as follows: <ul style="list-style-type: none"> <li>Increase the not to exceed amount from \$60,000 to an amount <b>not to exceed \$93,750</b> to cover the actual cost of recruiting the Hospital Administrator (Chief Executive Officer).</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. Amend Resolution #22-035 approved on 01/11/2022 with <b>BECKMAN COULTER</b> , 250 South Kraemer Boulevard, PO Box 8000, Brea, CA 92821-8000, related to a rental agreement for a new, replacement AS4 system to process bacterial identification and antimicrobial susceptibility, \$138,280.05 over 5 years, effective 01/01/2022 – 12/31/2027, as follows: <ul style="list-style-type: none"> <li>Change the term of the agreement from 5 years to 7 years (84 months) to match the actual initial agreement term, <b>01/01/2022 – 12/31/2029.</b></li> <li>Increase the amount from \$138,280.05 for 5 years to <b>an amount of \$193,593 for 7 years.</b></li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
4. Amend Resolution #17-076 approved on 02/14/2017 with <b>MED-CARE ADMINISTRATORS</b> , 9360 River Road, Marcy, NY 13403, related to a medical billing and credentialing agreement, as follows: <ul style="list-style-type: none"> <li>Extend the term of the agreement from 05/01/2020 – 04/30/2021 through <b>05/01/2021 – 04/30/2023.</b></li> <li>Increase the not to exceed amount from \$300,000 to <b>an amount not to exceed \$432,000.</b></li> </ul>	Resolution #20-242 approved on 05/12/2020 Resolution #19-244 approved on 05/14/2019 Resolution #17-076 approved on 02/14/2017	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
5. Amend Resolution #19-083 approved on 02/12/2019 with <b>DAVID M. PRIVITERA, MD</b> , 16 Merryhill Lane, Pittsford, NY 14534 related to orthopaedic services as follows: <ul style="list-style-type: none"> <li>Include a stipend in an amount of \$62.30 per wRVU in excess of 3,325 wRVUs first six months (to be paid in July) and an amount of \$62.30 per wRVU in excess of 3,325 wRVUs second six months (to be paid in December), effective 03/31/2022.</li> <li>All other terms and conditions of the agreement remain the same.</li> </ul>	Resolution #22-252 approved on 04/12/2022 Resolution #20-139 approved on 03/10/2020 Resolution #19-083 approved on 02/12/2019	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<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 (or appointed designee) to sign a master services agreement with <b>ROCHESTER RHIO</b> [previously Greater Rochester RHIO], 200 Canal View Boulevard, Rochester, NY 14623, to include support services fees, radiology image exchange fees, and annual renewal of being a RRHIO designated trusted site, \$50,311 for 3-year term [previous agreement \$22,112 per year], effective 01/01/2022 – 12/31/2024.</li> </ul>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<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 (or appointed designee) to sign a master services agreement with <b>MEDCOR STAFFING, INC.</b>, 155 Summer Street, Buffalo, NY 14222, to provide staffing services to the SNF, not to exceed \$100,000 per year effective 05/01/2022 – 04/30/2024.</li> </ul>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>



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Absent:

Also Present:

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8. <b>RESCIND</b> Resolution #22-248 approved on 04/12/2022 with <b>TRUBRIDGE, LLC</b> , 3725 Airport Boulevard, Suite 208A, Mobile, AL 36608 in its entirety as it was previously terminated by Resolution #20-472 approved on 11/10/2020, related to an agreement for a subscription to contract management application that will automate the comparison of reimbursements received to the fee schedules in place with all documented third party contracts. Trubridge to provide all implementation services to enter contract documentation to initiate the system, \$6,600 implementation fee plus \$1,375 per month (total contract amount of \$56,100).	Resolution #22-248 approved on 04/12/2022 Resolution #20-472 approved on 11/10/2020 Resolution #18-576 approved on 12/11/2018	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9. <b>Professional Service Contract, all Physician Contracts and/or \$50,001 or greater:</b> Authorize the Hospital Administrator (or appointed designee) to sign an employment agreement <b>FARKAD BALAYA, MD</b> , 38 Park Street, Warsaw, NY 14569, for OBGYN Physician services in an amount of \$630,000 per year, effective 04/19/2022.	Salary Schedule P previously amended for this position by Resolution #22-229 approved on 04/12/2022	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
10. <b>RESCIND AND REPLACE</b> Resolution #22-259 approved on 04/12/2022 with the following: The Chairwoman be hereby authorized to sign a 3-year employment agreement with <b>DAVID A. KOBIS</b> , 7054 Reflections Lake Drive, Lakeland, FL 33813, as the Hospital Administrator (Chief Executive Officer [CEO]) for Wyoming County Community Health System, as follows: <ul style="list-style-type: none"> <li>• Effective on or about June 01, 2022 <ul style="list-style-type: none"> <li>○ Starting salary of \$365,000 annually.</li> <li>○ This salary represents a \$10,000 holdback</li> </ul> </li> <li>• Effective on or about June 01, 2023 <ul style="list-style-type: none"> <li>○ The \$10,000 year 1 holdback amount is payable in full within 30 days of year-one anniversary date to</li> </ul> </li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

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<ul style="list-style-type: none"> <li>○ reflect a \$375,000 annual salary.</li> <li>○ After meeting pre-established goals and receiving a satisfactory performance evaluation by the Board of Managers                             <ul style="list-style-type: none"> <li>▪ Salary will be set at \$371,875 annually                                     <ul style="list-style-type: none"> <li>• This amount reflects a 2.5% Cost of Living increase plus a \$12,500 holdback</li> </ul> </li> </ul> </li> <li>• Effective on or about June 01, 2024                             <ul style="list-style-type: none"> <li>○ The \$12,500 year 2 holdback amount is payable in full within 30 days of year-two anniversary date to reflect a \$384,375 annual salary.</li> <li>○ After meeting pre-established goals and receiving a satisfactory performance evaluation by the Board of Managers                                     <ul style="list-style-type: none"> <li>▪ Salary will be set at \$378,984 annually   <ul style="list-style-type: none"> <li>• This amount reflects a 2.5% Cost of Living increase plus a \$15,000 holdback</li> </ul> </li> </ul> </li> </ul> </li> <li>• Effective on or about June 01, 2025                             <ul style="list-style-type: none"> <li>○ The \$15,000 year 3 holdback amount is payable in full within 30 days of year-three anniversary date to reflect a \$393,984 annual salary.</li> <li>○ After meeting pre-established goals and receiving a satisfactory performance evaluation by the Board of Managers                                     <ul style="list-style-type: none"> <li>▪ Salary will be set at \$403,834 annually   <ul style="list-style-type: none"> <li>• This amount reflects a 2.5% Cost of Living increase</li> </ul> </li> </ul> </li> </ul> </li> <li>• Residency within forty (40) miles of the hospital is required, plus deferred relocation reimbursement within twenty-four (24) months in an amount not to exceed twenty thousand dollars (\$20,000) with receipts</li> <li>• Benefits as outlined in Salary Schedule C Handbook</li> </ul>			
<p>11. <b>RESCIND AND REPLACE</b> Resolution #22-260 approved on 04/12/2022 with the following:</p> <ul style="list-style-type: none"> <li>• Set the salary for the position of <b>Hospital Administrator</b> (position code 01.100.500) under <u>ADMINISTRATION</u> at \$365,000 per year (base salary is \$375,000); position available date April 12, 2022.                             <ul style="list-style-type: none"> <li>○ This amount reflects a \$10,000 hold back</li> </ul> </li> <li>• Include a lump sum Retention/Hold Back payment for the position of <b>Hospital Administrator</b> (position code</li> </ul>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>

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Also Present:

Department Agenda Item	Discussion	Decision	Action
	<p>01.100.500) under <u>ADMINISTRATION</u> in the amount of \$10,000, effective on or about June 1, 2023.</p> <ul style="list-style-type: none"> <li>• After meeting pre-established goals and receiving a satisfactory performance evaluation by the Board of Managers, set the salary for the position of <b>Hospital Administrator</b> (position code 01.100.500) under <u>ADMINISTRATION</u> at \$371,875 per year (base salary is \$384,375); effective on or about June 1, 2023.                             <ul style="list-style-type: none"> <li>○ This amount reflects a 2.5% increase in base salary plus a \$12,500 holdback</li> </ul> </li> <li>• Include a lump sum Retention/Hold Back payment for the position of <b>Hospital Administrator</b> (position code 01.100.500) under <u>ADMINISTRATION</u> in the amount of \$12,500, effective on or about June 1, 2024.</li> <li>• After meeting pre-established goals and receiving a satisfactory performance evaluation by the Board of Managers, set the salary for the position of <b>Hospital Administrator</b> (position code 01.100.500) under <u>ADMINISTRATION</u> at \$378,894 per year (base salary is \$393,984); effective on or about June 1, 2024.                             <ul style="list-style-type: none"> <li>○ This amount reflects a 2.5% increase in base salary plus a \$15,000 holdback</li> </ul> </li> <li>• Include a lump sum Retention/Hold Back payment for the position of <b>Hospital Administrator</b> (position code 01.100.500) under <u>ADMINISTRATION</u> in the amount of \$15,000, effective on or about June 1, 2025.</li> <li>• After meeting pre-established goals and receiving a satisfactory performance evaluation by the Board of Managers, set the salary for the position of <b>Hospital Administrator</b> (position code 01.100.500) under <u>ADMINISTRATION</u> at \$403,834 per year; effective on or about June 1, 2025.</li> </ul>		
<p>12. <b>Amend Salary Schedule C as follows:</b></p> <ul style="list-style-type: none"> <li>• Set the salary of the 1.00 FTE <b>Quality Assurance Specialist/Infection Prevention</b> position (Position Code #02.166.557) under <u>ACUTE QUALITY</u> at \$87,000 per year, effective 01/01/2022.</li> <li>• Set the salary of the 1.00 FTE <b>Clinic Office Manager</b> position (Position Code #02.206.525) under <u>CLINIC ADMINISTRATION</u> AT \$92,000 per year, effective 01/01/2022.</li> <li>• Set the salary of the 1.00 FTE <b>Director of Utilization Review</b> position (Position Code #01.175.628) under</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: \_\_\_\_\_

## FINANCE COMMITTEE MEETING AGENDA

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Date: Tuesday, May 03, 2022 @ 9:00 AM

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

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p><u>PATIENT AND FAMILY SERVICES</u> at \$98,800 per year, effective 01/01/2022.</p> <ul style="list-style-type: none"> <li>Set the salary of the 1.00 FTE <b>Maintenance Supervisor</b> position (Position Code #02.109.444) under <u>PLANT MAINTENANCE</u> at \$76,111 per year, effective 01/01/2022.</li> <li>Set the salary of the 1.00 FTE <b>Director of SNF Education &amp; Infection Preventionist</b> position (Position Code #01.325.573) under <u>NURSING FACILITY ADMINISTRATION</u> at \$87,000 per year, effective 04/17/2022.</li> <li>Increase the salary of the six (6) <b>Nursing Supervisor Per Diem in the Nursing Services Office</b> positions (Position Codes #02.148.502, #02.149.502, #02.151.502, #02.153.502, #02.154.502, and #02.171.502) under <u>NURSING ADMINISTRATION (ACUTE)</u> from \$200/4 hour shift to \$240/4 hour shift, effective 01/01/2022.</li> </ul>			
<p>13. <b>Amend Salary Schedule P as follows:</b></p> <ul style="list-style-type: none"> <li>Include a stipend for 1.00 FTE <b>Orthopaedic Surgeon</b> position (Position Code 10.107.589) under <u>ORTHOPAEDIC CLINIC</u> in an amount of \$62.30 per wRVU in excess of 3,325 wRVUs first six months (to be paid in July) and an amount of \$62.30 per wRVU in excess of 3,325 wRVUs second six months (to be paid in December), effective 03/31/2022.</li> <li>Set the salary for 1.00 FTE <b>Physician's Assistant</b> position (Position Code #17.114.067) under <u>WYOMING</u></li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p><u>COUNTY FAMILY MEDICINE - ARCADE</u> at \$100,000 per year, effective 01/01/2022.</p> <ul style="list-style-type: none"> <li>• Include a stipend for 1.00 FTE <b>Physician's Assistant</b> position (Position Code#17.114.067) under <u>WYOMING COUNTY FAMILY MEDICINE – ARCADE</u> in an amount of \$29.47 per wRVU annually above 2,610 wRVU annually, effective 01/01/2022.</li> <li>• Set the salary of 0.90 FTE <b>Physician's Assistant</b> position (Position Code #17.115.067) under <u>WYOMING COUNTY FAMILY MEDICINE – ARCADE</u> at \$90,000 per year, effective 01/01/2022.</li> <li>• Include a stipend for 0.90 FTE <b>Physician's Assistant</b> position (Position Code #17.115.067) <u>WYOMING COUNTY FAMILY MEDICINE – ARCADE</u> in an amount of \$29.47 per wRVU annually above 2,349 wRVU annually, effective 01/01/2022.</li> <li>• Set the salary for 1.00 FTE <b>Physician's Assistant</b> position (Position Code #17.116.067) under <u>WYOMING COUNTY FAMILY MEDICINE - ARCADE</u> at \$100,000 per year, effective 01/01/2022.</li> <li>• Include a stipend for 1.00 FTE <b>Physician's Assistant</b> position (Position Code#17.116.067) under <u>WYOMING COUNTY FAMILY MEDICINE – ARCADE</u> in an amount of \$29.47 per wRVU annually above 2,610 wRVU annually, effective 01/01/2022.</li> </ul>			

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
14. Authorize the Hospital Administrator (or appointed designee) to increase the hourly rate for Student Aide positions from \$11.80 per hour to \$13.20 per hour to match the NY State Minimum Wage for our area, effective 05/11/2022. This position is not covered under our current collective bargaining agreement or any other salary schedule.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
15. <b>Appointment:</b> <b>WCCH Board of Managers</b> <b>Members</b> <i>To fill a vacant unexpired five (5) year term through December 31, 2025 (replacing M. Merrill)</i> • <b><u>Barbara Henderson</u></b> , 18 West Mill Street, Castile, NY 14427	<a href="#"><u>Virtual Resume</u></a>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Clerk to the Board w/C. Ketchum</b>			
1. <b>Appropriation:</b> To: 011010.541204 Advertising \$540.00 <i>w/any funds available</i> <b>Reason:</b> To increase 2022 advertising budget from \$1,460.00 to \$2,000.00 and cover the cost of additional advertising for the year...		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Consideration of Introductory Local Law B, year 2022, entitled, “A Local Law entitled <b><u>“Adopting Amendments to the NYS Open Meetings Law for the Expanded Use of Video Conferencing”</u></b> and set the Public Hearing for <b>June 14, 2022 @ 2:30 PM</b> in the Wyoming County Government Center Supervisors’ Chambers.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
3. <a href="#"><u>Semi-Annual Mortgage Tax Report for the period October 2021 – March 2022</u></a>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
4. <i>Approve purchase of 6 Microsoft Surface tablets with touch screens using ARPA funds, \$12,233.16</i>	<i>Request was made and approved last month to move forward.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Board of Supervisors w/B. Kehl</b>			
1. <i>Resolution approving the purchase of real property located adjacent to 36 Center Street, Warsaw NY, currently owned by Center Street Business Center, LLC. SBL 85.7-5-2.1 and 85.11-3-13 in the amount of \$40,000.00 plus closing costs.</i>	@ Supervisor Leuer  <a href="#"><u>Ag Center Map &amp; 85.7-5-2 split</u></a>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Review <a href="#"><u>New Local Option Cents-Per-Gallon Sales Tax Rate on Motor Fuel &amp; Diesel Motor Fuel</u></a>	<a href="#"><u>See attached e-mail from County Attorney.</u></a>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Off Track Betting w/S. May</b>			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<b>Budget Office w/J. Cook</b>			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Other/Referrals:</b>			
<b>HUMAN RESOURCES</b>			
<b>County Attorney</b>			
1. <b>Appropriation:</b> To: 011420.581019 Vol. Def. Comp. Plan           \$6,610.00 w/ <i>Any Funds Available</i> Reason: To cover unbudgeted funds for Brian Degnan for remainder of year.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <b>Amend Salary Schedule "S"</b> To increase salary of <i>Assistant County Attorney (1st)</i> , FT within the Department of County Attorney to reflect an increase of \$3,000 in annual salary of \$82,660.00 effective May 16, 2022 to assume resource recovery duties at Wyoming County Department of Social Services.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Human Resource Dept.</b>			
3. <b>Position Create/Fill:</b> Create and fill one (1) position of <u>Human Resource Assistant</u> (1.0 FTE) and place on Salary Schedule S with an approved hourly rate range of \$17.00/hr. to \$19.00/hr.; effective May 11, 2022	<i>This position, if approved, will assist with recruitment.</i>  <b>Human Resource vote:</b> <b>Ayes: 7 / Noes: 1 – McCormick / Absent: 1 - Leuer</b>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:



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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>4. <b>Position Create/Fill:</b> Create and fill one (1) position of <b>Human Resource Assistant (Temp.)</b> (1.0 FTE) (<b>Position Code:033.434</b>) and place on Salary Schedule S at an hourly rate of \$19.71/hr. for the dates of April 18, 2022 through May 2, 2022 to provide overlap between resignation and fill.</p>	<p><i>This position will hold the departing Human Resource Assistant to accomplish cross training with the newly hired Human Resource Assistant for a period of one week.</i></p> <p><i>This position was approved for emergency fill by Chairwoman Ryan on 4/12/22.</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>5. <b>Amend Salary Schedule S:</b> To set the rate of pay for the <b>Human Resource Assistant</b> (position code #001.434) on Schedule S at \$18.00 per hour effective April 18, 2022 for a six-month probationary period. Upon successful completion of probationary period, rate of pay will increase to \$18.25 per hour.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>6. <b>Appropriation:</b> <b>To:</b> 011430.542306 MISCOTHER \$6,000.00 <i>w/any funds available</i> <b>Reason:</b> For both WCCHS and County employees reaching service with county milestones.</p>	<p><i>A portion of this expense will be reimbursed by WCCH</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>8. <b>Appropriation:</b> <b>To:</b> 011430.541204 ADVERTISING \$70,000.00 <i>w/any funds available</i> <b>Reason:</b> To fund employment advertising.</p>	<p><i>Our first quarter expense was \$19,313.18</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>9. <b>Appropriation:</b> <b>To:</b> 011430.510302 OT SCH S/D \$7,210.00 <i>w/any funds available</i> <b>Reason:</b> In order to pay overtime for HR department.</p>	<p><i>Our expense from 1/1/22 – 4/15/22 was \$7,210.00.</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<b>10. Appropriation:</b> <b>To:</b> 011430.510601 UNUSEDNFT                      \$17,464.77 <i>w/any funds available</i> <b>Reason:</b> To pay out unused vacation to separating employees.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>HUMAN SERVICES</b>			
<b>Social Services</b>			
<b>1. Position Fill:</b> One (1) position of <u>Senior Social Services Program Specialist</u> (Position Code: 139.361), CSEA Agreement, Sch. A. Grade 13 (\$21.20 - \$24.37/hr.) to replace Cherie May who was promoted effective 4/4/22. Position available date: 5/4/22.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>PUBLIC HEALTH</b>			
<b>Mental Health</b>			
<b>1. 2022 Appropriation:</b> <b>To:</b> 014324.542476    CCSI (MH)                      \$25,000.00 w/01432402.440890 Federal Aid Other                      \$25,000.00 <b>Reason:</b>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>2. 2022 Appropriation:</b> <b>To:</b> 014220.542476    CCSI (MH)                      \$8,500.00 w/01422004.444920 Substance Abuse Federal                      \$8,500.00 <b>Reason:</b>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<b>Public Health</b>			
<p><b>3. Position Fill:</b> One (1) position of <b>Keyboard Specialist</b>, (1.0FTE) (Position Code 052.337) CSEA agreement, Sch. A, grade 2 (\$16.70/hr - \$18.22/hr.) to replace Colleen Martin who resigned 2/10/2022 to accept a Dispatcher position; position available May 4, 2022</p>	<p>NOTE: The resignation of COVID Response Assistant N. Caruso prompted the request to fill this position in order to assure coverage at HD reception. Funds budgeted, expect to be reimbursed from COVID ELC grant through 3/2023, NYSDOH Article 6 thereafter. The HD will not seek permission to fill the COVID Response Assistant position.</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p><b>4. Position Fill:</b> One (1) position of <b>Public Health Corps Fellow</b> (1.0 FTE) (Position Code 154.642) on Salary Schedule G at an annual salary of \$41,398 due to the resignation of A. Joy effective May 2, 2022; position available May 4, 2022; effective through July of 2024</p>	<p>NOTE: Funds budgeted and fully reimbursed by the NYSDOH PH Corps Fellows Grant for a period of up to two (2) years. Project assignment CHA/CHIP and HD Accreditation, approved by DOH.</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<b>PLANNING COMMITTEE</b>			
<b>County Wide Zoning</b>			
<p><b>1. Amend Salary Schedule S:</b></p> <ul style="list-style-type: none"> <li>Increase the 2021 Lump Sum amount from \$661.05 to \$785.41 a difference of \$124.36 for the <b>Zoning Officer</b> (Position Code 026.554) under ZONING DEPARTMENT. Pro-rated appropriately reflective of a 09/2021 start date.</li> </ul>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<b>Planning Department</b>			
2. <b>Position Create/Fill:</b> One position of <u>Administrative Assistant (Planning)</u> (1.0 FTE) on Salary Schedule S at \$17.29 per hour (Annual Salary Equivalent of \$31,468) to provide additional support to grow and develop the Planning Department. <b>Position available date: May 11, 2022</b>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>PUBLIC WORKS</b>			
<b>Highway</b>			
1. <b>Amend Resolution No. 21-468:</b> To include \$2,000.00 increase in salary (from \$66,625.00 to \$68,625.00) for <b>Deputy Co. Highway Supt.</b> after (6) month probationary period per the acceptance letter.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Buildings &amp; Grounds</b>			
2. <b>Appropriation:</b> <b>To:</b> 011620.521002 BOE Property Renovation \$30,000.00 w/ 01162006.440890R Federal Aid Other-ARPA inc. by same <b>Reason:</b> For construction of loading dock and construction of ramp at Kaplan Building		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-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...

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

*Thank you!*

\*The public may continue to observe meetings via **BOS YouTube Channel** (<https://www.youtube.com/channel/UCcfZs0H1gcOlb67vIR8g-Ow>)

Date: Tuesday, May 03, 2022 @ 9:00 AM

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

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<b>PUBLIC SAFETY</b>			
<b>Sheriff</b>			
1. <b>2022 Appropriation:</b> <b>To:</b> 013112.540016.2020 Internet Services \$17.46 <b>W/</b> 01311207.443890 Homeland Sec T974702 2020 \$17.46 <b>Reason:</b> To amend budget to accurately reflect remaining funds available to spend.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Jail</b>			
2. <b>Position Fill:</b> Fill one position of <b>Correction Officer</b> (part-time) (Position Code 074.065), on WCSEA grade 3, to replace Dennis Maxwell, who has accepted a full-time position. <b>Position available: May 4, 2022</b>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>911</b>			
3. <b>Transfer:</b> <b>From:</b> 013020.520002 IT/Communication \$19,093.00 <b>To:</b> 013020.541410 Software \$19,093.00 <b>Reason:</b> Transfer funds to cover software purchase from the 2018 SICG Homeland Security Grant.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Fire &amp; Building Code Enforcement</b>			
4. <b>Appropriation:</b> <b>To:</b> 013620.540301 Professional Services \$3,545.06 W/Any funds available <b>Reason:</b> LaBella Group provided emergency asbestos testing in 2020 at the Emkay site in Arcade and was never paid.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

## FINANCE COMMITTEE MEETING AGENDA

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Date: Tuesday, May 03, 2022 @ 9:00 AM

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

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<b>Probation</b>			
<b>5. Position Create/Fill:</b> One (1) position of <u>Probation Officer Trainee</u> , (1.0 FTE) on CSEA agreement, Sch. A, grade 13 (\$21.20 - \$24.37 /hr.) to replace Samantha Willard who is resigning from Probation Officer (Position Code 027.189) position as of June 17, 2022; position available date is May 11, 2022.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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

Next Finance Committee Meeting scheduled for **Tuesday, June 7, 2022 @ 9:00 AM.**