

## FINANCE COMMITTEE MEETING MINUTES

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, March 01, 2022 @ 9:00 AM

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

Present: **Kehl**, Davis (Zoom-9101), Roche, Leuer, May, Brick, King (Zoom-7444), Becker, Jacoby

Absent: **Grant**

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; J. Wilkinson/Co. Attorney; D. Farberman/HR Director; B. Ryan/Board Chair; L. Roberts, T/Genesee Falls (Zoom); V. McCormick, T/Java; E. J. Gozelski, T/Castile; A. D. Berwanger, T/Arcade (9:07 AM)

Department Agenda Item	Discussion	Decision	Action
<b>Committee Chair's Agenda</b>			
1. <b>Formation of a Opioid Addiction Settlement Taskforce</b> <ul style="list-style-type: none"> <li>• 3-5 members</li> <li>• Cook, Kehl, Ryan, Davis, Jacoby</li> </ul>	<i>As requested by Chairwoman Ryan on the advice of County Attorney Wilkinson. 20 year payout.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Information Technology w/B. Sikes</b>			
<i>At 9:07 AM Supervisors Berwanger, T/Arcade and Roche, T/Eagle entered the meeting during the below agenda item.</i>			
1. <b>Professional Service Contract \$5,001 or greater:</b> Authorize Chairwoman to sign a contract, pursuant to General Municipal Law §104(b), with <b>CivicPlus, LLC</b> , 302 South 4 <sup>th</sup> Street, Suite 500, Manhattan, KS 66502, for the provision of website hosting and support in an amount not to exceed \$9,955.57; effective March 29, 2022 through March 28, 2023.		Motion: Becker Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<i>Budget Officer Cook questioned the potential for Intra-net for county department use. Supervisor Leuer, T/Middlebury questioned the creation of social media pages, namely Facebook for county news.</i>			
2. <b>Professional Service Contract \$5,001 or greater:</b> Authorize Chairwoman to sign a contract, pursuant to General Municipal Law §104(b), with <b>SHI</b> , 290 Davidson Avenue, Somerset, NJ 08873, for the annual License Subscription of Viper Endpoint Security in an amount not to exceed \$10,000.00; effective March 23, 2022 through March 22, 2023.	<i>Waiting on updated quote</i>	Motion: Becker Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>

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 Absent: **Grant**  
 Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; J. Wilkinson/Co. Attorney; D. Farberman/HR Director; B. Ryan/Board Chair; L. Roberts, T/Genesee Falls (Zoom); V. McCormick, T/Java; E. J. Gozelski, T/Castile; A. D. Berwanger, T/Arcade (9:07 AM)

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<b>3. Professional Service Contract \$5,001 or greater:</b> Authorize Chairwoman to sign a contract, pursuant to General Municipal Law §104(b), with <b>SHI</b> , 290 Davidson Avenue, Somerset, NJ 08873, for the annual license subscription for Barracuda email security and threat protection in an amount not to exceed \$5,421.24; effective March 11, 2022 through March 10, 2023.		Motion: Becker Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>4. Professional Service Contract \$3,001 - \$5,000:</b> <b>Real Vision Software</b> , PO Box 12958, Alexandria, LA 71315, for document scanning maintenance support in an amount not to exceed \$3,300.00; effective April 1, 2022 through March 31, 2023.		Motion: Becker Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>
<b>Supervisor Brick, T/Perry questioned IT Director Sikes' 2022 budget. They may need to Transfer/Appropriate money towards the end of the year. Director Sikes would exhaust all funding potential prior to any Transfer/Appropriation.</b>			
<b>5. Correct Amending Resolution No. 21-125 (Original Res. No. 15-386):</b> Rescind Resolution 21-125 as this contract amendment was not executed and was replaced by Resolution No. 21-330.		Motion: Jacoby Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>6. Amend Resolution No. 15-386:</b> Authorize Chairwoman to sign a contract, pursuant to General Municipal Law §104(b), with <b>Avenu Insights and Analytics, LLC (ACS)</b> , 5680 Trinity Parkway, Suite 120, Centreville, VA, 20120 for conversion services and contract extension of various systems in an amount not to exceed \$84,000; effective April 1, 2022 through September 30, 2022.	<b>As previously amended by - 18-276; 18-385; 19-091; 20-425; 20-478; 21-125 (being rescinded above); 21-330; and 21-569</b>  <b>*Avenu is working on getting the amendments drawn up.</b>	Motion: Leuer Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>

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Absent: **Grant**

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; J. Wilkinson/Co. Attorney; D. Farberman/HR Director; B. Ryan/Board Chair; L. Roberts, T/Genesee Falls (Zoom); V. McCormick, T/Java; E. J. Gozelski, T/Castile; A. D. Berwanger, T/Arcade (9:07 AM)

Department Agenda Item	Discussion	Decision	Action
<b>7. Amend Resolution No. 19-561:</b> Authorize Chairwoman to sign an Amended Contract with <b>Tyler Technologies</b> , 1 Tyler Drive, Yarmouth, Maine, 04096, to include: additional hours needed for capital assets, payroll, and human resources implementation services. Not to exceed \$21,000.00; effective March 01, 2022 through December 31, 2022.	<i>As previously amended by 21-503</i>	Motion: Becker Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>8. FYI –</b> <ul style="list-style-type: none"> <li>Zoom license renewals – currently waiting on quotes</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>9. Professional Service Contract \$5,001 or greater:</b> Authorize Chairwoman to sign a contract, pursuant to General Municipal Law §104(b), with <b>iVergent</b> , 247 Cayuga Rd, Suite 300, Cheektowaga, NY, 14225 for renewal of Switchvox Titanium Support and Maintenance Subscription, in an amount not to exceed \$14,000.00; effective March 11, 2022 through March 10, 2023.		Motion: May Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>Walk-in:</b> <b>Professional Services Contract \$3,001- \$5,000:</b> Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <b>Brian Parisi Copier Systems, Inc</b> , 8316 Main Street, Williamsville, NY, 14221, for the renewal of maintenance agreement, in an amount not to exceed \$4,000.00; effective April 1, 2022 through March 31, 2023.	<b>NY State Contract # is pending</b>	Motion: Brick Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>

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

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Department Agenda Item	Discussion	Decision	Action
<b>Walk-in:</b> <b>Updates:</b> <ul style="list-style-type: none"> <li>Printer/Copiers orders are several weeks out.</li> <li>Supervisor Leuer, T/Middlebury questioned IT's space allocation in the Government Center basement. Space will be sufficient if/when Buildings and Grounds moves to another location.</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Treasurer w/R. LaWall</b>			
1. <a href="#"><u>Sales Tax update</u></a>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <b>Amended Resolution Number 16-432 (as amended by 17-029):</b> With <b>Quadient/Lineage</b> , 385 N French Rd. Amherst NY 14228 for a postage meter for Central Storeroom in an amount of one thousand nine hundred fifty-nine dollars (\$1,959.00) annually; effective January 1, 2022 through December 31, 2026 to reflect: <ul style="list-style-type: none"> <li>An amount not to exceed \$2,100.00 annually total contract not to exceed \$10,500.00 over five (5) years.</li> </ul>		Motion: May Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:
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Department Agenda Item	Discussion	Decision	Action
<b>3. Professional Service Contract (\$5,001 or greater):</b> Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with the <b>Law Office of Foote &amp; Meyer, PLLC</b> , 23 West Court Street, Warsaw, NY 14569 for legal services of delinquent tax enforcement and bankruptcy not to exceed \$10,000.00 per year; effective March 1, 2022-March 1, 2024	<i>This contract to address chronic Bankruptcy filing and other delinquent tax collection issues outside the current County Attorney's process.</i>	Motion: Brick Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  * <b>RESOLUTION</b>
<b>4. Discussion of 2021 stipend to be paid for work performed during Treasurer Mayer's reduced time in office.</b>	<u><i>01-04-22 Committee Meeting Minutes.</i></u>  <i>Amount to be negotiated and brought back to committee next month for approval.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>5. 2022 Appropriation:</b> <b>To:</b> 016422 521001 Property Purchased      \$3,933,500.00 <i>w/any funds available in the same amount</i> <b>Reason:</b> In order to purchase 36 Center St. Ag Center	<i>Funds were budgeted in 2021 previously but a delayed closing necessitated an appropriation.</i>	Motion: Leuer Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  * <b>RESOLUTION</b>
<i>Chairwoman Ryan, T/Warsaw commended RPTS Director Lippincott, the Treasurer's office and the Budget Office for their contribution in bringing the closing on the Ag. Center to a reality.</i>			
<b>Real Property Tax Services w/S. Lippincott</b>			
<b>1. Info Only:</b> <ul style="list-style-type: none"> <li>• Volunteer Firefighter/Ambulance Workers Exemption</li> </ul>	<i>Review of current available exemption. Discussion on how to update.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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<p><i>Wyoming County currently has the 466-c Real Property Exemption for Fire Fighter/Volunteer Ambulance workers available in the Towns of Attica and Arcade as well as the Villages of Attica and Arcade. However, the current exemption law is based on text which includes the following; 10% of a property's assessed value up to \$3,000. Due to the fact that currently an eligible volunteer can only receive either the property tax exemption or the \$200 income tax credit, it is not financially beneficial for volunteers to apply for the real property exemption. Wyoming County will be looking into a "Home Rule" change to the law which would remove the current \$3,000 cap and potentially increase the exempt percent of assessed value to 15-20%. If the law can reflect these changes and is passed by the State Legislature, in many cases the property tax exemption would become financially more beneficial than the current \$200 income tax credit.</i></p> <p><i>Regarding the implementation of the exemption, challenges have arisen in counties that have currently opted into the exemption. The exemption states that the municipalities will develop a procedure for certification of eligibility. Therefore it has become burdensome on Fire Departments to certify eligibility if it varies from Town to Town. If eligibility criteria was developed at the County level and the same criteria was then adopted by the participating Towns such as number of volunteer hours, number of shifts or answered calls, etc. it would simplify the process of certification by the Fire Chiefs.</i></p> <p><i>Lastly, addressing some vague portions of the law such as; does the exemption need to be renewed yearly, can spouses living at the same residence both apply, etc. would ease the application process for Assessors.</i></p> <p><i>Sarah Lippincott will be contacting the County Attorney to address what can be altered in the exemption law and will present her findings at the next Finance Committee meeting.</i></p> <p><i>Committee Chair Kehl, T/Attica is not in favor of any change to the Volunteer Firefighter/Ambulance Workers Exemption. Supervisor Leuer, T/Middlebury expressed an interest in allowing such an exemption in addition to the tax deduction. Board Chair Ryan, T/Warsaw suggested advocating for an increase in the tax deduction to \$500.</i></p>			
<p><b>2. Info Only: GIS Update</b></p> <ul style="list-style-type: none"> <li>• ESRI will be coming to Wyoming County to hold individual needs assessment meetings with Dept Heads April 6 &amp; 7th</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><b>RPTS Director Lippincott reported that boundary line changes are being submitted to the US Census Bureau.</b></p>			

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<p><b>3. Amend Resolution #22-090:</b> To reflect a Joint Resolution between Real Property Tax Services and the County Health Dept. with <b>ESRI, Inc.</b>, 380 New York Street, Redlands, CA 92373 as follows:</p> <ul style="list-style-type: none"> <li>• ArcGIS Pro Parcel Fabric Migration in an amount not to exceed \$28,320.00;                             <ul style="list-style-type: none"> <li>○ Real Property Tax Services</li> </ul> </li> <li>• ArcGIS Pro training in an amount not to exceed \$8,250.00;                             <ul style="list-style-type: none"> <li>○ County Health Department (\$6,000.00):                                     <ul style="list-style-type: none"> <li>▪ ArcGIS Pro: Essential Workflows at ESRI Site 3 Days per Seat Instructor Led Training (\$2,250.00)</li> <li>▪ Migrating from ArcMap to ArcGIS Pro at ESRI Site 2 days per Seat Instructor Led Training (\$1,500.00)</li> <li>▪ Working with Parcel Data in ArcGIS Pro at ESRI Site 3 Days per Seat Instructor Led Training (\$2,250.00)</li> </ul> </li> <li>○ Real Property Tax Services (\$2,250.00):                                     <ul style="list-style-type: none"> <li>▪ Working with Parcel Data in ArcGIS Pro at ESRI Site 3 Days per Seat Instructor Led Training (\$2,250.00)</li> </ul> </li> </ul> </li> <li>• All else remains the same.</li> </ul>	<p><i>Waiting on a Zoning hand-me-down to replace this vehicle.</i></p>	<p>Motion: May Ayes: 10 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: center;"><b>*RESOLUTION</b></p> <p style="text-align: center;"><i>(Joint Resolution with the Public Health Committee)</i></p>
<p><b>4. Disposition of Fixed Assets: (Permanent disposal only)</b></p> <ul style="list-style-type: none"> <li>• Declare surplus and dispose of one (1) 2010 Ford Escape. VIN #1FMCU9C70AKC97495. Originally acquired from Buildings and Codes in 2019. Highway has determined vehicle is beyond repair.</li> </ul>	<p><i>Waiting on a Zoning hand-me-down to replace this vehicle.</i></p>	<p>Motion: Becker Ayes: 10 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: center;"><b>APPROVED</b></p>

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<b>Wyo. Co. Community Hospital w/M. Corcimiglia</b>			
1. <u>General Update</u>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <i>Amend Resolution #21-509</i> approved on 11/09/2021 with <b>DCCS CONSULTING, LLC</b> , 205 Hackney Circle, Wilmington, DE 19803, interim chief financial officer recruitment advisory services agreement to recruit a qualified candidate for the position of interim chief financial officer, not to exceed \$150,000 including reimbursable expenses (travel, lodging, etc.), effective 10/18/2021 – 04/18/2022 with 30-day termination notice, pending approval by the Wyoming County Board of Supervisors, as follows: <ul style="list-style-type: none"> <li>Extend the term of the agreement from 10/18/2021 – 04/18/2022 through <b>04/19/2022 – 10/18/2022.</b></li> <li>Not to exceed \$150,000 per term, including reimbursable expenses (travel, lodging, etc.)</li> </ul>		Motion: Jacoby Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>

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3. <b>Amend Resolution #19-082</b> approved on 02/12/2019 with <b>AQUITY SOLUTIONS, LLC</b> , 125 Edinburgh South Drive, Suite 310, Cary, NC 27511 (formerly <b>M*MODAL</b> , 5000 Meridian Parkway, Suite 200, Franklin, TN 37067), related to a master agreement for transcription services for medical records and radiology, not to exceed \$170,000 per year [\$340,000 total contract amount], as follows: <ul style="list-style-type: none"> <li>Extend the term of the agreement from 02/01/2021 – 01/31/2022 through <b>02/01/2022 – 01/31/2023</b>.</li> <li>All else remains the same.</li> </ul>	<b>Resolution #21-511 approved on 11/09/2021</b> Resolution #19-082 approved on 02/12/2019	Motion: Jacoby Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
4. <b>Professional Service Contract, all Physician Contracts and/or \$50,001 or greater:</b> Authorize the Hospital Administrator (or appointed designee) to sign an agreement with <b>JOHNSON CONTROLS FIRE PROTECTION</b> , 90 Goodway Drive, Rochester, NY 14623, to upgrade the hospital fire panel, wiring, and older devices to a fully addressable system per the scope of work, \$335,344.44 (NYS Contract #PT68816), effective 02/15/2022 – 12/31/2022.		Motion: Jacoby Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
5. Authorize the Hospital Administrator (or appointed designee) to sign an employment agreement with <b>ZERAH ALI, DPM</b> , 8929 Clipnock Road, Stafford, NY 14143, to provide professional podiatry services, \$150,000 per year, effective 03/21/2022.		Motion: Jacoby Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>

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

## FINANCE COMMITTEE MEETING MINUTES

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Absent: **Grant**

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Department Agenda Item	Discussion	Decision	Action
<p>6. <u><b>Amend Salary Schedule C as follows:</b></u></p> <ul style="list-style-type: none"> <li>• Abolish one 1.00 FTE <b>Director of Clinical Data Abstraction/Nurse Supervisor</b> position (Position Code #01.174.627) under <u>NURSING ADMINISTRATION (ACUTE)</u>, effective 03/06/2022.</li> <li>• Abolish one 1.00 FTE <b>Administrative Secretary</b> position (Position Code #12.169.013) under <u>NURSING ADMINISTRATION (ACUTE)</u>, effective 03/06/2022.</li> <li>• Create one 1.00 FTE <b>Administrative Assistant</b> position (Position Code #TBD) under <u>NURSING ADMINISTRATION (ACUTE)</u> and set the hourly rate at \$22.78 per hour, position available date 03/06/2022.</li> <li>• Abolish one 1.00 FTE <b>Administrative Secretary</b> position (Position Code #12.161.013) under <u>MEDICAL DIRECTOR</u>, effective 02/19/2022.</li> </ul>		<p>Motion: Jacoby Ayes: 10 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>
<p>7. <u><b>Amend Salary Schedule P as follows:</b></u></p> <ul style="list-style-type: none"> <li>• Abolish one 1.00 FTE <b>Certified Nurse Midwife FT</b> position (Position Code #17.109.519) under <u>OB CLINIC</u>, effective 02/19/2022.</li> <li>• Create one 1.00 FTE <b>Podiatrist</b> position (Position Code #TBD) under <u>PODIATRY CLINIC</u> and set the salary at \$150,000 per year, position available date 03/06/2022.</li> </ul>		<p>Motion: Jacoby Ayes: 10 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>

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Department Agenda Item	Discussion	Decision	Action
<b>8. Appointment:</b> <p style="text-align: center;"><b>WCCH Board of Managers Members</b></p> <p><i>To fill a vacant unexpired five (5) year term through December 31, 2023(replacing A. Douglas Berwanger)</i></p> <ul style="list-style-type: none"> <li>o <b>Janice Shirley</b>, 5566 Oatka Road, Warsaw, NY 14569</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:  <p style="text-align: center;"><b><i>Tabled until other applicants can be considered and vetted.</i></b></p>
<b>Budget Office w/J. Cook</b>			
<b>1. Review Income Statement as of 3/1/22 for year ending 12/31/21.</b>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>2. Review transfers made to 2021 Budget</b>	<b>Transfers</b>	Motion: Becker Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <p style="text-align: center;"><b>APPROVED</b></p>
<b>3. FYI – Fringe Benefit Rate Calculation @ 47.02% based on 2021 expenditures.</b>	<b>Fringe</b> <i>May provide an update rate next month.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>4. 2021 Appropriation (on behalf of Hospital Fund) To:</b>  <b>Reason:</b> To appropriate funds to cover 2021 expenses w/Income	<b>**all transactions are not recorded as of today for an accurate figure.</b>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Department Agenda Item	Discussion	Decision	Action
<b>5. Per information obtained from Dep. County Treasurer LaWall ~</b> <ul style="list-style-type: none"> <li>• Borrowing for the Public Works Bldg. proposal                             <ul style="list-style-type: none"> <li>○ \$5.9M Serial Bond (15 year pymt)                                     <ul style="list-style-type: none"> <li>▪ Low – 2.5% interest = \$480K annual pymt</li> <li>▪ High – 5% interest = \$570K annual pymt</li> </ul> </li> </ul> </li> </ul>	<i>Supervisor Leuer, T/Middlebury commented that the proposal is a “non-starter” and offered that there should be room in the newly acquired Ag. Center.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Off Track Betting w/S. May</b>			
1. <a href="#">02-23-22 Letter to OTB BOD member</a> 2. <a href="#">WROTB Revenue Summary 1974-2021</a> 3. <a href="#">Wyoming County Participation Summary 1974-2021</a> 4. <a href="#">Batavia Downs Gaming Revenue Summary 2001-2021</a> 5. <a href="#">WROTB Corp History of Municipal Membership</a> 6. <a href="#">WROTB Corp Distribution of Net Revenue by Year</a>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Clerk to the Board w/C. Ketchum</b>			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Board of Supervisors w/C. Ketchum</b>			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Department Agenda Item	Discussion	Decision	Action
<b>Co. Insurance Office w/ T. Vacinek</b>			
	<i>~Nothing to Report~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Other/Referrals:</b>			
<b>HUMAN RESOURCES</b>			
<b>County Historian</b>			
<b>1. 2022 Appropriation:</b> To: 017510.541202 Printing \$300.00 w/01751004.427050 Gifts & donations \$300.00 <b>Reason:</b> For regular printing funds as all funds budgeted for 2022 are encumbered due to an increase in print copies of <i>Historical Wyoming</i> .		Motion: Becker Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>Human Resource Department</b>			
<b>2. <u>Amend Local Law Introductory A, 2022:</u></b> <ul style="list-style-type: none"> <li>• Revise the <i>Superintendent of County Highways</i> lump sum to \$1,870.40 to reflect the corrected calculation from salary set at \$80,000.00; effective August 30, 2021 and a revised COLA increase of \$2,000.00 for an annual 2022 salary of \$82,000.00.</li> <li>• Lump sum of \$857.30 for the <i>Director of Veteran Services</i> pro-rated to 09/13/21 start date.</li> </ul>		Motion: Brick Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>

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Department Agenda Item	Discussion	Decision	Action
<b>3. 2022 Appropriation:</b> To: 011430.541010 Office Supplies \$2,000.00 w/Any Funds Available \$2,000.00 <b>Reason:</b> To purchase a functional desk for payroll.		Motion: Leuer Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>HUMAN SERVICES</b>			
<b>Social Services</b>			
<b>1. 2022 Appropriation:</b> To: 016010.543001 Pathways Grant \$38,280.00 w/01601004.43610 Social Services Admin – State increased by same. <b>Reason:</b> Youth Bureau Safe Harbour		Motion: May Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>PUBLIC HEALTH</b>			
<b>Mental Health</b>			
<b>1. 2022 Appropriation:</b> To: 014325.542409 Advocacy Srvc \$ (114.00) 014325.542414 Respite Care 11.00 014325.542419 Drop In 22.00 014325.542441 Misc MH Progr 7.00 014325.542445 Supported Apt. 23.00 014325.542467 Crisis Outreach 855.00 014325.542468 Case Mngmnt <u>181.00</u> w/01432500.434900 MH State Aid \$985.00 <b>Reason:</b> State Aid Adjustment		Motion: Jacoby Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>

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Department Agenda Item	Discussion	Decision	Action
<b>2. 2022 Appropriation reduction:</b> <b>To:</b> 014323.542411 PAO \$(681.00) 014323.542412 Forensic Case Mngmnt (130.00) 014323.542420 Psycho/Social <u>33.00</u> w/01432301.434900 MH State Aid \$(778.00) <b>Reason:</b> State Aid Adjustment		Motion: Jacoby Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>3. 2022 Appropriation:</b> <b>To:</b> 014322.542408 GLOW ARC <u>\$278.00</u> w/01432200.434900 MH State Aid-ARC \$278.00 <b>Reason:</b> State Aid Adjustment		Motion: Jacoby Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>4. 2022 Appropriation:</b> <b>To:</b> 014321.542422 MH: Suburban Adult Services <u>\$652.00</u> w/01432100.434900 State Aid \$652.00 <b>Reason:</b> State Aid adjustment		Motion: Jacoby Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>5. 2022 Appropriation</b> <b>To:</b> 014326.542306 MH: Dwyer Funding: Other <u>\$31,053.23</u> w/01432601.434900 MH: Dwyer Revenue \$31,053.23 <b>Reason:</b> Funding for Dwyer Veteran Peer-to-Peer Services		Motion: Jacoby Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>

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Department Agenda Item	Discussion	Decision	Action
<b>Public Health</b>			
<b>1. 2022 Appropriation</b> <b>To:</b> 14010.54246 ELC COVID 19 Schools Grant \$639,214.02 14010.510001 FT SDI 7,500.00 14010.581001 Retirement 1,275.00 14010.582002 CSEA Disability 200.00 14010.583001 FICA 465.00 14010.585001 Medicare FICA 109.00 w/01401022.444890 ELC Schools and Fellows (FEDERAL) increased \$648,763.02 <b>Reason:</b> 2022 portion of Federal funds passed through by NYS. This is federal funding that the CDC awarded to NYSDOH specifically for reopening schools and establishing a COVID-19 screening testing program. CFDS #93.323		Motion: Brick Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  * <b>RESOLUTION</b>
<b>PLANNING COMMITTEE</b>			
<b>1. 2022 Appropriations</b> <b>To:</b> 016420.540910 Tourism \$45,000.00 w/01642001.440890R Federal Recovery \$45,000.00 <b>Reason:</b> To appropriate Recovery funding previously approved for a redesign of the Tourism Website		Motion: Leuer Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  * <b>RESOLUTION</b>
<b>2. 2022 Appropriations</b> <b>To:</b> 016420.540910 Tourism \$20,000.00 w/01642001.440890R Federal Recovery \$20,000.00 <b>Reason:</b> To appropriate Recovery funding previously approved for Fresh Air Adventures – Regional Marketing and Public Relations campaign		Motion: Leuer Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  * <b>RESOLUTION</b>



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Department Agenda Item	Discussion	Decision	Action
<b>3. 2022 Appropriations</b> <b>To:</b> 016420.540910 Tourism \$28,000.00 w/any funds available \$28,000.00 <b>Reason:</b> To appropriate funding for a contractual agreement to provide front desk attendance at the Ag Business Center.		Motion: Leuer Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>PUBLIC WORKS</b>			
<b>Highway</b>			
<b>1. 2022 Appropriations</b> <b>To:</b> 045110.542601CCP Contractual Expense \$140,400.00 w/04511002.412890 Other Income – Misc Grant \$140,400.00 <b>Reason:</b> To appropriate for the Crow Creek Project w/ funding awarded through BNW		Motion: Brick Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>FINANCE COMMITTEE:</b>			
<b>Salary Schedule Amendments</b>			
<b>1. <u>Amend Salary Schedule S (Human Resource Dept.):</u></b> <ul style="list-style-type: none"> <li>Set the salary of the <b>Deputy Human Resource Director</b> (position #026.569) to \$75,000.00, effective March 14, 2022.</li> <li>Set the hourly wage of the <b>Human Resource Assistant</b> (position code 001.434) at \$19.23/hr; effective January 11, 2021. Lump Sum and 2022 COLA will adjust accordingly.</li> </ul>		Motion: Becker Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:

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

Present: **Kehl**, Davis (Zoom-9101), Roche, Leuer, May, Brick, King (Zoom-7444), Becker, Jacoby

Absent: **Grant**

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; J. Wilkinson/Co. Attorney; D. Farberman/HR Director; B. Ryan/Board Chair; L. Roberts, T/Genesee Falls (Zoom); V. McCormick, T/Java; E. J. Gozelski, T/Castile; A. D. Berwanger, T/Arcade (9:07 AM)

Department Agenda Item	Discussion	Decision	Action
<ul style="list-style-type: none"> <li>• Remove the lump sum of \$1,173.05 for the <b>Asst. County Attorney (2<sup>nd</sup>)</b> as the incumbent has only held the position since 01/05/22. The calculation will be made “behind the scene” for the former incumbent (appointed Co. Atty.; effective 01/01/22).</li> <li>• Lump sum of \$2,946.42 for the <b>Asst. County Attorney (1<sup>st</sup>)</b> pro-rated to 06/14/21 start date.</li> <li>• Lump sum of \$1,166.48 for the <b>Asst. District Attorney (3<sup>rd</sup>)</b> pro-rated to 10/12/21 start date.</li> <li>• Include lump sum of \$3,426.38 and 2022 COLA increase for <b>Engineering Technician</b> in the HIGHWAY DEPT.</li> <li>• Lump sum of \$225.19 for the <b>Asst. Public Defender (3<sup>rd</sup>)</b> pro-rated to 11/15/21 start date.</li> <li>• Lump sum of \$1,219.13 for the <b>Building Inspector</b> (position code 029.029) pro-rated to 07/14/21 start date.</li> <li>• Revise the <b>Undersheriff's</b> 2022 salary to reflect the corrected \$99,897.00</li> <li>• Revise the <b>Secretary to the Sheriff's</b> 2022 salary to reflect the corrected \$57,750.00</li> <li>• Revise the <b>Secretary to the Sheriff (Temp.)'s</b> salary to reflect the corrected \$63,281.00</li> <li>• Set the salary of the <b>911 Coordinator</b> at \$65,000.00 annually; effective May 02, 2021.</li> <li>• Lump sum of \$3,033.49 for the <b>911 Coordinator</b> pro-rated to 05/02/21 start date</li> <li>• Revise the <b>911 Coordinator's</b> COLA increase to reflect</li> </ul>			

## FINANCE COMMITTEE MEETING MINUTES

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Absent: **Grant**

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Department Agenda Item	Discussion	Decision	Action
the corrected calculation from salary set at \$65,000.00; effective May 02, 2021 to \$1,625.00 for an annual 2022 salary of \$66,625.00. • Revise the <b>Jail Administrator's</b> 2022 salary to reflect the corrected \$80,842.00			<b>*RESOLUTION</b>
2. <b><u>Amend Salary Schedule D (Human Resource Dept):</u></b> • Lump sum of \$1,764.46 for the <b>Sr. Planner</b> pro-rated to 07/19/21 start date. • Lump sum of \$857.30 for the <b>Director of Veteran Services</b> pro-rated to 09/13/21 start date.		Motion: Becker Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  * <b>RESOLUTION</b>
3. <b><u>Amend Salary Schedule G:</u></b> • Set the salary of the <b>Alzheimer Caregiver Coordinator</b> within the Department of Office for the Aging to reflect \$23.55 per hour (annual salary equivalent of \$42,866.00) for 2022; effective January 1, 2022 to December 31, 2022. • Provide a 5 percent 2021 Lump Sum for the <b>COVID-19 Response Assistant</b> under COUNTY HEALTH DEPARTMENT in an amount not to exceed \$1,461.60.		Motion: Becker Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  * <b>RESOLUTION</b>

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Department Agenda Item	Discussion	Decision	Action
<b>Position Requests</b>			
<p>1. <b>Position Fill:</b>   <b>Human Resources</b>                      Fill one (1) position of <u>Deputy Director of Human Resources</u> (1.0 FTE) (position # 026.569) on Salary Schedule S at an annual salary of \$75,000.00. Person vacating: John Ford, effective March 11, 2022. Position Available: March 14, 2022.</p>		Motion: May Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:   <b>APPROVED</b>
<p>2. <b>Position Create/Fill:</b>   <b>Human Resources</b>                      Create and fill one (1) position of <u>Deputy Director of Human Resources</u> (Per Diem) (Temp.) on Salary Schedule S at an hourly rate of \$48.64 per hour, not to exceed \$4,000.00. Position Available: March 14, 2022.</p>		Motion: May Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:   <b>*RESOLUTION</b>
<p>3. <b>Position Fill:</b>   <b>Social Services Dept.</b>                      Fill one (1) position of <u>Senior Account Clerk</u> (Position Code: #159.216), CSEA Agreement, Sch. A. Grade 6 (\$17.92 - \$19.98/hr.) to replace Christy Metler who resigned on 2/4/22. Position available date: 3/2/22.</p>		Motion: King Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:   <b>APPROVED</b>

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Department Agenda Item	Discussion	Decision	Action
<p>4. <b>Position Fill:</b> <b>Social Services Dept.</b> Fill one (1) position of <b><u>Social Services Principal Program Specialist</u></b> (Position Code: #100.313), CSEA Agreement, Sch. A. Grade 15 (\$21.35 - \$24.83/hr.) to replace Cindy Hinz who returned to her previous position on 2/7/22. Position available date: 3/2/22.</p>		<p>Motion: King Ayes: 10 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b></p>
<p>5. <b>Position Create/Fill:</b> <b>Social Services Dept.</b> Create One (1) position of <b><u>Social Services Program Specialist Trainee</u></b> (FT – 1.0 FTE) on CSEA Agreement, Sch. A. Grade 8 (\$18.75 - \$21.69/hr.) Position available date: 3/9/22.  After 12-months of satisfactory training and meeting pre-established goals; this newly created position will be eligible for promotion into the vacant <b>Social Services Program Specialist</b> (Position Code #114.359) (previously held by Amy Joy) Sch. A. Grade 10 salary range \$19.40 - \$21.95.</p>		<p>Motion: King Ayes: 10 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b></p>
<p>6. <b>Position Create/Fill</b> <b>Planning Department</b> Create one (1) position of <b><u>Keyboard Specialist, PT (Temp.)</u></b> (.4 FTE), CSEA agreement, sch. A, grade 2/step 3 (\$17.29/hr.) – not to exceed 14 hours per week); effective February 15, 2022 through March 25, 2022 (for a period not to exceed 6 weeks).</p>	<p><b>Emergency fill executed by Chairwoman Ryan on February 15th, 2022</b></p>	<p>Motion: Leuer Ayes: 10 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b></p>

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Absent: **Grant**

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; J. Wilkinson/Co. Attorney; D. Farberman/HR Director; B. Ryan/Board Chair; L. Roberts, T/Genesee Falls (Zoom); V. McCormick, T/Java; E. J. Gozelski, T/Castile; A. D. Berwanger, T/Arcade (9:07 AM)

Department Agenda Item	Discussion	Decision	Action
<p>7. <b>Position Fill:</b> <i>Highway Dept.</i> Fill one (1) position of <u>Motor Equipment Operator (FT - Seasonal)</u> (1.00 FTE) (position #084.163) at \$16.00/hr. (\$17.00/hr. with CDL), (for 26 weeks) person vacating is Brandon Cousins on <del>10/25/21</del> <b>10/24/21</b>, Position Available: March 2, 2022.</p>		<p>Motion: Brick Ayes: 10 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b></p>
<p>8. <b>Position Fill:</b> <i>Highway Dept.</i> Fill one (1) position of <u>Motor Equipment Operator (FT - Seasonal)</u> (1.00 FTE) (for 26 weeks) (position #091.163) at \$16.00/hr. (\$17.00/hr. with CDL), person vacating is Richard Lepkowski on <del>10/25/21</del> <b>10/24/21</b>. Positions Available: March 2, 2022.</p>		<p>Motion: Brick Ayes: 10 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b></p>
<p>9. <b>Position Create/ Fill:</b> <i>Highway Dept.</i> Create two (2) positions of <u>Laborer (FT - Seasonal)</u> (1.00 FTE) (for 26 weeks) at \$15.00/hr., Positions Available: March 9, 2022.</p>		<p>Motion: Brick Ayes: 10 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b></p>
<p>10. <b>Position Fill:</b> <i>County Jail</i> One (1) position of <u>Correction Officer, PT</u> (position code 001.065) SEA agreement, (\$23.80 - \$26.02/hr) to replace Mary Jarmusz who vacated the position on 01/30/22. Position available date: 03/02/22.</p>		<p>Motion: May Ayes: 10 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b></p>

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Department Agenda Item	Discussion	Decision	Action
11. <b>Position Fill:</b> <p style="text-align: center;"><b>County Jail</b></p> One (1) position of <b>Correction Officer, PT</b> (position code 068.065) SEA agreement, (\$23.80 - \$26.02/hr) to replace Jennifer DiAngelo who vacated the position on 02/18/22. Position available date: 03/02/22.		Motion: May Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <p style="text-align: center;"><b>APPROVED</b></p>
12. <b>Reinstate/Amend/Fill:</b> <p style="text-align: center;"><b>Fire and Building Code Enforcement</b></p> Reinstate and amend one (1) position of <b>Fire Safety Inspector, PT</b> (position code #017.492), amend to full time and amend salary schedule S to reflect an hourly rate of \$20.88/hr. for an annual salary equivalent of \$38,002.00; effective March 9 2022.		Motion: May Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <p style="text-align: center;"><b>*RESOLUTION</b></p>
13. <b>Position Fill:</b> <p style="text-align: center;"><b>Fire and Building Code Enforcement</b></p> Fill one (1) position of <b>Keyboard Specialist</b> (1.00 FTE) (position code #030.337) CSEA agreement, sch. A, grade 2 (\$16.70 - \$18.22/hr) to replace Brenda Bonefede who transferred Dec. 7th, 2021 into Account Clerk; effective March 2, 2022.	<p style="text-align: center;"><b>Upon Account Clerk resignation (Samantha Grisewood), Brenda Bonefede transfer into the Account Clerk leaving our Keyboard position vacant.</b></p>	Motion: May Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <p style="text-align: center;"><b>APPROVED</b></p>

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Department Agenda Item	Discussion	Decision	Action
<p><i>At 12:00 PM there was a motion by Supervisor Leuer to take a 10 minute recess and upon return enter into an executive session to discuss the employment and performance history of a particular employee. This was seconded by Supervisor Becker and all voted aye.</i></p> <p><i>The YouTube channel was suspended and the Zoom meeting was locked. Budget Officer Cook and Board Clerk Ketchum were excused. County Attorney Wilkinson and Human Resource Director Farberman were asked to return to the Executive Session.</i></p> <p><i>At 1:57 PM there was a motion by Supervisor May to end the executive session and continue the regular meeting. This was seconded by Supervisor Leuer and all voted aye.</i></p>			

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

Next Finance Committee Meeting scheduled for **Tuesday, April 05, 2022 @ 9:00 AM.**