



LIVINGSTON COUNTY BOARD OF SUPERVISORS' MEETING NOTICE

Livingston County Government Center, Geneseo, New York 14454 585.243.7030

COMMITTEE: PUBLIC SERVICES

DATE: APRIL 5, 2017

TIME: 9:00 A.M.

Committee Members

- G. Deming, Chairman
- C. DiPasquale, Vice Chairman
- B. Carman
- S. Erdle
- M. Schuster
- E. Gott
- D. LeFeber

9:00 PROBATION – LYNNE MIGNEMI

Pre-approved Informational Item(s) To Be Reported

- Discussion with Public Safety Committee about new vendor IPPC Technologies. IPPC provides technology monitoring for convicted Sex Offenders to include monitoring of PC's, Smartphones, and tablets.

Informational Item(s) Written Only

1. PROBATION DEPARTMENT WORKLOAD

- 462 adult offenders supervised in county (34 treatment court cases being supervised in drug court)
- 28 offenders in other NYS counties
- 2 offenders in other states
- 15 juveniles supervised
- 20 new juvenile referrals
- 33 investigations ordered
- 19 active EHM cases (1 juvenile; 18 adults; 3 of which are female), 5-Global Positioning
- 0 adult placed on probation for willful violation of support
- 13 New Leandra's Law cases (8 CDs)

2. MONIES COLLECTED

- \$4,569.16 – restitution
- 4,574.76 – fines
- 4,800.00 – DWI supervision fees
- 3,486.25 – EHM fees
- 213.35 – restitution surcharge

3. MEETINGS ATTENDED

- 2/2/2017 Quarterly meeting w/ Judge Wiggins
- 2/6/2017 Meeting w/Planning @ Hybrid vehicle
- 2/7/2017 Human Services Department Head Meeting
- 2/8/2017 BOS Organizational Meeting
- 2/8/2017 Treatment Court
- 2/13/2017 Healthy Communities That Care Meeting
- 2/21/2017 Domestic Violence Consortium
- 2/21/2017 Law Enforcement Consortium
- 2/28/2017 Suicide Task Force

4. ADMINISTRATIVE REVIEWS

Four (4) administrative reviews

5. TRAINING

Name	Date	Training	Hours	Misc.
Kerrin Chapman	2/14/17	CE Update	1.5	
	2/24/17	Border Patrol	2.0	

cc: BOS, Administration, David Morris, Becky Schroeder, David DiPasquale, Hayden Dadd, Mary Strickland, Amie Alden, Greg McCaffrey, Bill Bacon, Kevin Niedermaier, Don Higgins, Angela Ellis, Lynn Mignemi, Marcea Clark Tetamore, Kathy Montemarano, Sheriff Dougherty, Cathy VanHorne, Karen Dewar, Bill Cavalier, Brian Cole, James Montesano



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Doug Czyryca	2/24/17	Border Patrol	2.0	
	2/27/17	Live Stress Free	1.0	
Katie Dunn	2/14/17	CE Update	1.5	
	2/24/17	Border Patrol	2.0	
	2/27/17	Probation Guidance on Human Trafficking	0.5	
Michelle Jordan	2/14/17	CE Update	1.5	
	2/24/17	Border Patrol	2.0	
	2/24/17	CE In-Service	1.0	
Liz Laney	None			
Brian Lanpher	2/24/17	Border Patrol	2.0	
	2/24/17	CE In-Service	1.0	
Debra Mack	2/1/17	CE 6.0	1.0	
	2/24/17	Border Patrol	2.0	
Matthew McKinney	2/24/17	Border Patrol	2.0	
Rachel Merrick	2/16/17	CE 6.0	1.0	
	2/24/17	Border Patrol	2.0	
	2/24/17	CE In-Service	1.0	
Lynne Mignemi	2/24/17	Border Patrol	2.0	
	2/24/17	CE In-Service	1.0	
Courtney Sobrado	2/24/17	Border Patrol	2.0	
	2/27/17	Live Stress Free	1.0	
	2/27/17	CE 6.0	1.0	
Jason Varno	2/24/17	Border Patrol	2.0	
Leeann Pike	2/1/17	CE 6.0	1.0	
	2/24/17	CE In-Service	1.0	
Mary Van Horn	2/1/17	CE 6.0	1.0	
	2/24/17	CE In-Service	1.0	

9:15 RECORDS MANAGEMENT – KATHY MONTEMARANO

Pre-approved Informational Item(s) To Be Reported

1. Departmental Update

9:25 COUNTY CLERK – MARY STRICKLAND

Pre-approved Informational Item(s) To Be Reported

1. Department Update

Clerk Office - Renovations, Surcharges, Passport Nights

DMV - Post audit progress, Potential State Budget fee increase

2. Happy or Not "How was your service today?" Update (w/attachment)

Informational Item(s) Written Only

1. COUNTY CLERK OFFICE

2016 vs. 2015 Recap

Pistol Permits - 2016 vs. 2015

- 1,189 Applications Sold an increase of 315 transactions or 36% growth

- 2,500 Amendments processed (adding/disposing of pistol) an increase of 457 transactions or 22% growth

- 2,506 Purchase Stubs Sold an increase of 649 transactions or 35% growth

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- 92 Transfers (Into or Out of the County) an increase of 28 transactions or 44% growth Recordings 2016 vs. 2015
 - Deeds Recorded - 1,736 an increase of 182 transactions or 12% growth
 - Mortgages Recorded - 1,778 an increase of 97 transactions or 6% growth
- Court Documents 2016 vs. 2015
- 17,000 Court Documents filed growth was flat to 2015

Q1 2017 vs. Q1 2016 Recap

Pistol Permits 01/01/2017 - 03/24/2017

- 214 Applications Sold a decrease of 141 or -40% growth (August 01, 2016 - November 15, 2016 we saw a 72% growth in applications, pre Presidential Election)
- 695 Amendments processed an increase of 101 transactions or 17% growth
- 595 Purchase Stubs growth is flat to same time last year
- 25 Transfers (Into or Out of the County) growth is flat to same time last year

Recordings 01/01/2017 - 03/24/2017

- Deeds Recorded - 347 an increase of 31 or 10% growth
- Mortgages Recorded - 340 growth is flat to same time last year

Court Documents 01/01/2017 - 03/24/2017

- 4,112 Court Documents filed an increase of 545 or a 15% growth

9:40 EMERGENCY MEDICAL SERVICES – KAREN DEWAR

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY DEPARTMENT OF EMERGENCY MEDICAL SERVICES: TOWN OF COHOCTON AND UNIVERSITY OF ROCHESTER

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for the Livingston County Department of Emergency Medical Services, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Town of Cohocton 43 Maple Street Cohocton, New York 14826	1/1/17- 12/31/20	ALS \$225.00 / call BLS \$135.00 / call

For: ALS-BLS Joint Prehospital Billing Agreement

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
N/A	0%	N/A

Director's Comments:

This agreement is consistent with existing agreements with Livingston County EMS Agencies.

University of Rochester 601 Elmwood Avenue Box 655 Rochester, New York 14642 For: EMS Medical Director for Livingston County EMS Programs	7/1/17- 6/30/18	\$40,000.00
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<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
LC Budget A4013 and A4014	100%	Yes

Director's Comments:

The current contract expires 6/30/2017.

Informational Item(s) Written Only

- Weekly Medical Director & Monthly Agency Captain meetings
- Delivery of ambulance to replace ambulance involved in collision
- Jan. 16, 2017 MLREMS and REMAC meetings
- Lima EMT class begins
- Jan. 24, 2017 Hampton Corners EMT class begins
- Jan. 25, 2017 Response – Lakeville train hopper accident
- Feb. 10, 2017 CPR monitoring @ CNR
- Feb. 16, 2017 HERO Presentation with LCSO @ Dansville High School
- Feb. 25, 2017 Dansville Ambulance Awards Banquet
- Mar. 8, 2017 DOH POD Drill @ Jones Hall Caledonia
- Mar. 16, 2017 BEA Careers Exploration Day Presentation @ GCC Dansville Campus
- Mar. 19, 2017 Reception @ Lima Ambulance honoring Norm Caccamise and Donna Lindsay
- Mar. 20, 2017 MLREMS and REMAC meetings
- Mar. 24, 2017 Response - MCI in Geneseo – ARC bus vs. truck with 18 patients

9:50 BOARD OF ELECTIONS – DAVID DIPASQUALE AND BECKY SCHROEDER

Pre-approved Informational Item(s) To Be Reported

- Update on 2017 Village Elections
- Information regarding Commissioner DiPasquale and NYS ECA

Informational Item(s) Written Only

- Public Services Report from Board of Elections, March 28, 2017
 1. 2017 General Village Elections were held on March 21, 2017 in Lima, Livonia, Mt. Morris and Dansville. Elections were certified; candidates notified; Villages billed. (Results will be reviewed at the meeting.)
 2. Voter registration drives were held in Lima, Livonia, Mt. Morris and Dansville resulted in a couple party changes. We will continue as planned in remaining towns.
 3. BOE 2016 Annual Report completed and submitted.
 4. Hired Ray DiPasquale as backup Elections Operations Specialist.
 5. Hosted Dominion Machine Tech training on March 20 – 22 at Millennium Drive complex. Dominion highly regards Livingston County operations and facility. Opening the training to participants from Niagara, Ontario and Wayne county allowed us to significantly reduce the cost of our machine techs training. Ray Sattora and Ray DiPasquale successfully completed the training.
 6. Attending Campaign Finance Training on April 4, 2017 in Batavia.
 7. Democratic Commissioner DiPasquale will be sworn in as president of the NYS Election Commissioners Association at the annual ECA conference on June 22, 2017. Commissioner DiPasquale will be the first commissioner from Livingston County since 1954 to hold this position. He will also be the first Livingston County Democratic Commissioner to hold this position.

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8. Current Voter Enrollment stands at 39,166 – Democratic 10,499; Republican, 17,034; Conservative, 909; Green, 156; Working Families, 147; Independence 1,888; Women’s Equality, 8; Reform, 5; Blank, 8,409. Total active and inactive voters equal 40,850.

10:05 ECONOMIC DEVELOPMENT – BILL BACON

Action Item(s) To Be Reported

1. PROVIDING FOR A PUBLIC HEARING TO CONSIDER PUBLIC COMMENT ON THE COUNTY’S PROPOSAL TO SUBMIT A COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION TO THE NEW YORK STATE OFFICE OF COMMUNITY RENEWAL

RESOLVED, that the Livingston County Board of Supervisors hereby schedules a public hearing to be held on April 26, 2017 at 1:35 PM in the Board of Supervisors Assembly Room, Livingston County Government Center, Third Floor, Geneseo, New York, with the purpose of said hearing to provide information to the public regarding the Community Development Block Grant (CDBG) program and to consider citizen comments regarding the County’s proposal to submit a CDBG application to the NYS Office of Community Renewal to provide a grant in conjunction with capacity building and entrepreneurial assistance to support and foster the development of a small business project in the Village of Geneseo that involves the creation of permanent jobs, and at least six (6) days notice shall be given by posting thereof on the bulletin board of the Government Center in this County and by publishing such notice at least one (1) time in the official newspaper of the County as provided by law.

2. AUTHORIZATION TO SUBMIT A GRANT APPLICATION TO THE NEW YORK STATE OFFICE OF COMMUNITY RENEWAL

WHEREAS, the Livingston County Development Corporation (the “LCDC”) administered a business plan competition with the goal of creating at least four craft breweries in the county (the “Competition”); and

WHEREAS, Amber Lantern Brewing Company (the “LCDC”) was named a winner of the competition with plans to equip and operate a brewery and restaurant in the Village of Geneseo (the “Project”); and

WHEREAS, the LCDC has requested that the County apply for and provide the OCR funding to the LCDC as a grant for the purpose of making a deferred loan to Amber Lantern Brewing Company; and

WHEREAS, the Project will result in substantial benefit to the County in the form of an estimated 10 new permanent full-time equivalent employment positions within two years of its opening, and

WHEREAS, the County has held a public hearing on April 26, 2017 to obtain citizens’ views regarding the CDBG program as administered by OCR and the Competition; now therefore be it

RESOLVED, that the Chairman is hereby authorized to submit a grant application on behalf of the County in the approximate amount of \$100,000 to the OCR to support the Project, and be it further

RESOLVED, that the Chairman is hereby authorized to execute a grant agreement between the County and the OCR and all related documents associated with the OCR grant, including entering into a grant agreement with the LCDC for the implementation of the Project and administration of the OCR grant, all such documents to be subject to review and approval by the County Attorney, and be it further

RESOLVED, that the Chairman is hereby designated as the Certifying Officer responsible for all activities associated with the federal environmental review process to be completed in conjunction with the Project.

Informational Item(s) Written Only

Brew IN Livingston winners were announced on March 17, 2017. Lieutenant Governor Kathy Hochul was in attendance and Governor Cuomo’s office issued a press release: <https://www.governor.ny.gov/news/governor-cuomo-announces-185000-grants-awarded-livingston-county-pave-way-new-craft-beverage>



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The annual meetings of the Livingston County Industrial Development Agency, Livingston County Development Corporation, and Livingston County Capital Resource Corporation were held in March. All required annual reporting had been completed and submitted through the Public Authorities Reporting Information System (PARIS).

Four (4) on site visits performed last month with businesses looking to invest in Livingston County. One (1) business is classified as an attraction and the other three (3) are expansion projects. Projected job growth for all four (4) would be ~30 while the expansion projects will retain ~60. Motivation for these visits focused around proximity to current location and retention of workforce (2), proximity to rail (1) and available and accessible acreage to build (1).

An event is currently scheduled for Thursday, May 11th to rename the Avon Crossroads Commerce Park to James M. Steele Commerce Park.

10:10 HIGHWAY – DON HIGGINS

Action Item(s) To Be Reported

1. AUTHORIZING THE PURCHASE OF A 2017 3/4-TON PICKUP TRUCK THROUGH A CONTRACT AWARDED BY CHAUTAUQUA COUNTY FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT – VAN BORTEL FORD AND REFER THIS MATTER TO THE WAYS AND MEANS COMMITTEE FOR APPROVAL

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is authorized to sign the following contract, which is hereby accepted as piggybacking on Chautauqua County Bid Award E-11-14 PFTH 2017, Group 5, Item 3, Vehicle 3, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Van Bortel Ford 71 Marsh Road East Rochester, NY 14445	NA	\$30,709.40

For: Purchase of 2017 Ford F-250 XL Pickup Truck, to replace Co. Hwy. Truck #1 (Superintendent), 2008 Ford F250 XL, with 193,000 miles.

<u>Funding Source</u>	<u>Local Share</u>	<u>Budgeted?</u>
2017 Livingston County Highway Budget Appropriations	100%	Yes XX No

Director's Comments: Proposed vehicle is same as existing vehicle, except that proposed has gas engine and 4WD.

2. AUTHORIZING THE LIVINGSTON COUNTY HIGHWAY SUPERINTENDENT TO BID ON AND PURCHASE VARIOUS USED EQUIPMENT ON MAY 13, 2017 AT TEITSWORTH MUNICIPAL EQUIPMENT AUCTION IN PALMYRA, NY FOR THE COUNTY HIGHWAY DEPARTMENT

WHEREAS, the Annual Palmyra Municipal Equipment Auction contains only equipment and vehicles owned by municipalities, and

WHEREAS, there may be an opportunity to purchase various used equipment and vehicles in good condition at considerable savings, now, therefore, be it

RESOLVED, that the Livingston County Highway Superintendent, with input and advice from the Highway Department Shop Manager, is hereby authorized to bid on and purchase appropriate and needed

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various used equipment and vehicles on May 13, 2017 at the Teitsworth Municipal Equipment Auction in Palmyra, NY at a total amount not to exceed One Hundred and Twenty Thousand Dollars (\$120,000.00.)

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Roy Teitsworth, Inc. 6502 Barber Hill Road Groveland, NY 14454	NA	Not to Exceed \$120,000.00
For: Bid on and purchase various used equipment and vehicles.		

<u>Funding Source</u>	<u>Local Share</u>	<u>Budgeted?</u>
2017 Livingston County Highway Dept. Budget Appropriations	100%	Yes XX No

Director's Comments: The Department did not spend any money at the 2016 Municipal Auction.

Informational Item(s) Written Only

The 2016 Highway Department Annual Report has been filed, and includes the projected/preliminary 2017 Project List.

10:20 EMERGENCY MANAGEMENT SERVICES – KEVIN NIEDERMAIER

Pre-approved Informational Item(s) To Be Reported

Applying for State Accreditation for the Office of Emergency Management

Informational Item(s) Written Only

1. Overview of Standards and the Application process for Accreditation
2. County Emergency Preparedness Assessment review
3. Collected data and cost for snowstorm from Towns and Villages, submitted to DHSES for consideration for a State wide declaration

10:40 PLANNING – ANGELA ELLIS

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY DEPARTMENT OF PLANNING-BARTON & LOGUIDICE, STONY BROOK UNIVERSITY PROCUREMENT OFFICE, SUNY RESEARCH FOUNDATION OF THE STATE OF NEW YORK

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for the Livingston County Department of Planning, and any future amendments to said contract for the Livingston County Planning Department, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Barton & Loguidice, P.C. 11 Centre Park, Suite 203 Rochester, New York 14614	4/1/17-3/31/18	Per rate schedule, Not to exceed \$10,000.00
For: Engineering technical assistance (as needed) for the Conesus Lake Watershed Management Program and Conesus Lake Watershed Inspection Program		

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<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Finger Lakes/Lake Ontario Watershed Protection Alliance (CLAWS 26)	0	Yes

Director's Comments:

This resolution authorizes the Planning Department to contract with Barton & Loguidice to provide technical and engineering assistance on an as-needed basis for addressing primarily stormwater management and flooding concerns in the Conesus Lake Watershed.

Stony Brook University Procurement Office Research and Development Park Research and Support Services Bldg 17 Stony Brook, NY 11794-6000	3/1/17-8/31/18	\$25,000.00
For: Vitale Park Green Infrastructure and Shoreline Habitat Restoration Project		

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
NYS Environmental Protection Fund/NY Ocean and Great Lakes Ecosystem Conservation Act (administered through the New York Sea Grant)	0	No (New grant. Needs budget established.)

Director's Comments:

The Livingston County Planning Department and the Town of Livonia will install a 500 square foot rain garden, two 50 gallon rain barrels, and approximately 400 feet of shoreline restoration at Vitale Park on the shore of Conesus Lake. Each will serve as a functional demonstration project and will be accompanied by an interpretive public education kiosk. A landowner how-to booklet for shoreline restoration, lake friendly landscaping, and green infrastructure will be developed to accompany the Conesus Lake Watershed Council's newly developing "Shorescaping" public education campaign.

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
SUNY Research Foundation of the State of New York P.O. Box 9 Albany, NY 12201-0009	4/1/17-1/15/2018	Not to exceed \$19,497.00
For: Summer 2017 Conesus Lake water quality monitoring		

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Finger Lakes/Lake Ontario Watershed Protection Alliance (CLAWS 25)	0	Yes

Director's Comments:

This resolution authorizes a contract with SUNY Geneseo to perform water quality monitoring activities for Conesus Lake.

2. **RESOLUTION URGING THE GOVERNOR AND STATE LAWMAKERS TO PROVIDE FUNDING FOR LOCAL UPDATE OF CENSUS ADDRESSES (LUCA)**

WHEREAS, the U.S. Census Bureau's Local Update of Census Addresses Program (LUCA) is the only opportunity offered to tribal, state, and local governments to review and comment on the U.S. Census Bureau's residential address list that will be used to solicit 2020 Census input within their respective jurisdictions; and

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WHEREAS, the U.S. Census Bureau relies on a complete and accurate address list to ensure complete distribution of 2020 Census survey material to obtain a full count of the resident population of each jurisdiction; and

WHEREAS, the Decennial Census counts are used by the Federal government to distribute more than \$400 billion in annual aid for infrastructure, programs, and services; and

WHEREAS, the Decennial Census information is used to determine eligibility for targeted funding programs and grants by the state and federal governments; and

WHEREAS, the data derived from the decennial census helps local communities plan for future needs in infrastructure and programs; and

WHEREAS, the Decennial Census population counts affect state and federal congressional representation and redistricting, and impacts County weighted voting systems; and

WHEREAS, by participating in the LUCA Program local jurisdictions can provide valuable input and help ensure that the 2020 Census reaches the maximum number of residents and provides a full and accurate accounting of the resident population in each jurisdiction, thus ensuring that the Census is accurate state wide; and

WHEREAS, the New York State Association of Counties supports the allocation of funds from the state of New York to regions and counties that wish to participate in the LUCA Program; and

WHEREAS, the members of the Genesee/Finger Lakes Regional Planning Council have banded together and collectively identified \$150,000 to be allocated to the estimated \$200,000 cost of using real property tax, master street address guides, and other address related local governmental data to update the U. S. Census Bureau residential address lists in a consistent and comprehensive manner for our entire region; now, therefore, be it

RESOLVED, the Livingston County Board of Supervisors calls on Governor Cuomo, the New York State Senate and New York State Assembly and their leadership to provide funding statewide to support local regional, county, and municipal participation in the LUCA Program as being in the best interest of the State of New York; and further

RESOLVED, that the Livingston County Board of Supervisors calls upon the Governor and State Legislature to provide \$50,000 in funding to the Genesee/Finger Lakes Regional Planning Council to complete the funding necessary to complete a comprehensive LUCA review on behalf of the Counties of Genesee, Livingston, Monroe, Ontario, Orleans, Seneca, Wayne, Wyoming, and Yates, and the City of Rochester; and further

RESOLVED, that certified copies of this resolution be sent by the Clerk of this Board to Governor Andrew Cuomo, Senator Catherine Young, Senator Patrick Gallivan, Assemblyman Joseph Errigo, the chief elected official of each member of the Genesee/Finger Lakes Regional Planning Council, the Executive Director of the Genesee/Finger Lakes Regional Planning Council, and the New York State Association of Counties.

DRAFT RESOLUTION

ESTABLISHING ENERGY BENCHMARKING REQUIREMENTS FOR CERTAIN MUNICIPAL BUILDINGS

WHEREAS, buildings are large users of energy in the State of New York; and

WHEREAS, collecting, reporting, and sharing building energy data on a regular basis allows municipal officials and the public to understand the energy performance of municipal buildings relative to similar buildings nationwide, and equipped with this information Livingston County is able to make smarter, more cost-effective operational and capital investment decisions, reward efficiency, and drive widespread, continuous improvement; and

WHEREAS, the Livingston County Board of Supervisors desires to use Building Energy Benchmarking - a process of measuring a building's energy use, tracking that use over time, and comparing

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performance to similar buildings - to promote the public health, safety, and welfare by making available good, actionable information on municipal building energy use to help identify opportunities to cut costs and reduce pollution in the County; and

WHEREAS, the Livingston County Board of Supervisors desires to establish procedure or guideline for County staff to conduct such Building Energy Benchmarking; now therefore, be it

RESOLVED, that the following specific policies and procedures are hereby adopted;

BUILDING ENERGY BENCHMARKING POLICY/PROCEDURES

§1. DEFINITIONS

- A. **“Benchmarking Information”** shall mean information generated by Portfolio Manager, as herein defined including descriptive information about the physical building and its operational characteristics.
- B. **“Building Energy Benchmarking”** shall mean the process of measuring a building’s Energy use, tracking that use over time, and comparing performance to similar buildings.
- C. **“Covered Municipal Building”** shall mean a building or facility that is owned or occupied by Livingston County that is 1,000 square feet or larger in size.
- D. **“Energy”** shall mean electricity, natural gas, steam, hot or chilled water, fuel oil, or other product for use in a building, or renewable on-site electricity generation, for purposes of providing heating, cooling, lighting, water heating, or for powering or fueling other end-uses in the building and related facilities, as reflected in Utility bills or other documentation of actual Energy use.
- E. **“Energy Performance Score”** shall mean the numeric rating generated by Portfolio Manager that compares the Energy usage of the building to that of similar buildings.
- F. **“Energy Use Intensity (EUI)”** shall mean the kBtUs (1,000 British Thermal Units) used per square foot of gross floor area.
- G. **“Gross Floor Area”** shall mean the total number of enclosed square feet measured between the exterior surfaces of the fixed walls within any structure used or intended for supporting or sheltering any use or occupancy.
- H. **“Portfolio Manager”** shall mean ENERGY STAR Portfolio Manager, the internet-based tool developed and maintained by the United States Environmental Protection Agency to track and assess the relative Energy performance of buildings nationwide, or successor.
- I. **“Utility”** shall mean an entity that distributes and sells Energy to Covered Municipal Buildings.
- J. **“Weather Normalized Site EUI”** shall mean the amount of Energy that would have been used by a property under 30-year average temperatures, accounting for the difference between average temperatures and yearly fluctuations.

§2. APPLICABILITY

- A. This policy is applicable to all Covered Municipal Buildings as defined in Section 1 of this policy.
- B. The County Administrator may exempt a particular Covered Municipal Building from the benchmarking requirement if the County Administrator determines that it has characteristics that make benchmarking impractical.

§3. BENCHMARKING REQUIRED FOR COVERED MUNICIPAL BUILDINGS

- A. No later than May 1, 2017, and no later than May 1 every year thereafter, the County Administrator or his or her designee shall enter into Portfolio Manager the total Energy consumed by each Covered Municipal Building, along with all other descriptive information required by Portfolio Manager for the previous calendar year.

- B. For new Covered Municipal Buildings that have not accumulated 12 months of Energy use data by the first applicable date following occupancy for inputting Energy use into Portfolio Manager, the County Administrator or his or her designee shall begin inputting data in the following year.

§4. DISCLOSURE AND PUBLICATION OF BENCHMARKING INFORMATION

cc: BOS, Administration, David Morris, Becky Schroeder, David DiPasquale, Hayden Dadd, Mary Strickland, Amie Alden, Greg McCaffrey, Bill Bacon, Kevin Niedermaier, Don Higgins, Angela Ellis, Lynn Mignemi, Marcea Clark Tetamore, Kathy Montemarano, Sheriff Dougherty, Cathy VanHorne, Karen Dewar, Bill Cavalier, Brian Cole, James Montesano



LIVINGSTON COUNTY BOARD OF SUPERVISORS' MEETING NOTICE

Livingston County Government Center, Geneseo, New York 14454 585.243.7030

- A. Livingston County shall make available to the public on the internet Benchmarking Information for the previous calendar year no later than September 1, 2017, and by September 1 of each year thereafter for Covered Municipal Buildings; and
- B. Livingston County shall make available to the public on the internet and update at least annually, the following Benchmarking Information:
 - (a) Summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information; and
 - (b) For each Covered Municipal Building individually:
 - 1. The status of compliance with the requirements of this Policy; and
 - 2. The building address, primary use type, and gross floor area; and
 - 3. Annual summary statistics, including site EUI, Weather Normalized Source EUI, annual GHG emissions, and an Energy Performance Score where available; and
 - 4. A comparison of the annual summary statistics (as required by Section 6 (C.) of this Policy) across calendar years for all years since annual reporting under this Policy has been required for said building.

§5. MAINTENANCE OF RECORDS

Livingston County shall maintain records as necessary for carrying out the purposes of this Policy, including but not limited to Energy bills and other documents received from tenants and/or Utilities. Such records shall be preserved by the County for a period of three (3) years.

§6. ENFORCEMENT AND ADMINISTRATION

- A. The County Administrator, or his or her designee shall be the Chief Enforcement Officer of this Policy.
- B. The County Administrator may promulgate regulations necessary for the administration of the requirements of this Policy.
- C. Within thirty days after each anniversary date of the effective date of this Policy, the County Administrator, or his or her designee shall submit a report to the County Public Services Committee of the County Board of Supervisors including but not limited to summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information, a list of all Covered Municipal Buildings identifying each Covered Municipal Building that the County Administrator determined to be exempt from the benchmarking requirement and the reason for the exemption, and the status of compliance with the requirements of this Policy.

§7. EFFECTIVE DATE

This policy shall be effective immediately upon passage.

§8. SEVERABILITY

The invalidity or unenforceability of any section, subsection, paragraph, sentence, clause, provision, or phrase of the aforementioned sections, as declared by the valid judgment of any court of competent jurisdiction to be unconstitutional, shall not affect the validity or enforceability of any other section, subsection, paragraph, sentence, clause, provision, or phrase, which shall remain in full force and effect.

Pre-approved Informational Item(s) To Be Reported

- 1. Environmental Management Council Annual Report & Announcement of 2017 Earth Day Award**
– Alex Pierce, Chairman

Informational Item(s) Written Only

LIVINGSTON COUNTY EMERGENCY COMMUNICATIONS UPGRADE PROJECT

Subscriber equipment installation is complete. Work continues on activities funded through SICG Round 4 – New World System Upgrade (being managed by the Undersheriff and Sheriff's Office), phone system upgrade

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project, work on improving interoperable communications with adjacent counties, and improving in-county radio gap coverage locations, such as in the Dansville area.

CONESUS LAKE WATERSHED MANAGEMENT ACTIVITIES:

Wilkins Creek Stormwater Management Feasibility Study. The contract between the Town of Livonia and NYS Department of State has been executed. We are in the process of developing an RFP for the project.

EPF Grants: Streambank Restoration Program. We submitted the final payment request to the NYS Department of State. We have received reimbursement. The project was selected to receive the 2016 New York State Chapter, Small Cities/Rural Communities Environment Project of the Year Award. The Award was presented at the 2017 NY APWA Awards Dinner on March 23, 2017.

Vitale Park Green Infrastructure & Shoreline Habitat Restoration Project. We have received the draft agreement for the project. The grant award is for \$25,000. No in-kind match required. The Livingston County Planning Department and the Town of Livonia will install a 500 square foot rain garden, two 50 gallon rain barrels, and approximately 400 feet of shoreline restoration at Vitale Park on the shore of Conesus Lake. Each will serve as a functional demonstration project and will be accompanied by an interpretive public education kiosk. A landowner how-to booklet for shoreline restoration, lake friendly landscaping, and green infrastructure will be developed to accompany the Conesus Lake Watershed Council's newly developing "Shorescaping" public education campaign.

TRANSPORTATION ADVISORY COMMITTEE:

Community Development Work Group

Hamlet of Greigsville Transportation Safety and Access Improvement Plan. The first Steering Committee meeting was held on March 2, 2017.

Public Transportation Work Group

Mobility Management Website. Cambridge Systematics is in the process of designing the mobility management website. We are waiting to receive the next draft for review. The consultant firm had a change in staffing. An intern from SUNY Geneseo is helping with developing a marketing strategy. She also completed an update of the transportation resource data base.

AGRICULTURAL AND FARMLAND PROTECTION BOARD:

Purchase of Development Rights. The Genesee Valley Conservancy and partners have started the Pre-application process for the next application. Applications are due to the Planning Department no later than March 31, 2017.

ENVIRONMENTAL MANAGEMENT COUNCIL

Earth Day Award. The EMC has selected the 2017 Earth Day Award recipient. Chairman Alex Pierce will be discussing at the Public Services Committee meeting on April 5, 2017.

COUNTY PLANNING BOARD

LET'S Plan. Reminder: Evenings with the County Planning Board is an opportunity for municipal training credit hours. Municipal planning and zoning officials may receive credit for attending and learning about County Planning Board review. Those interested should call the Planning Department beforehand to learn about the agenda and ensure that a meeting is being held. Meeting cancellations are rare, but do happen.

E911 ADDRESSING: The Planning Department continued work on the E911 addressing assignments and ROW naming with the Sheriff's Office.

11:00 OTHER – IAN COYLE

Action Items:

1. Five separate bids were opened on March 23, 2017 for the Central Services Department for Department of Health Lobby and Basement Renovation Project for General Construction, Abatement, Mechanical, Plumbing & Electrical

The bids have been sent to the County Attorney for review and each bid is to be reviewed and de-scoped by

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Clark Patterson Lee and Central Services for recommendation.

PRE-APPROVED INFORMATIONAL ITEM(S) TO BE REPORTED

1. AKZO NOBEL SETTLEMENT PROCEEDS – Logistics/Regulations/Structure

11:20 ADJOURNMENT

COUNTY HISTORIAN – AMIE ALDEN

Informational Item(s) Written Only

Office updates and activities January – March

Office Projects for 2017:

- Update of prioritization for digitization of historical records of greatest importance and those requiring special or immediate care.
- Commemoration of the centennial of America's involvement in World War I.
- Commemoration of the centennial of passage of woman suffrage in New York State.

Exhibits:

January –February – updated *the Female Perspective: Livingston County women who changed the status quo* exhibit to be displayed at the Livingston County Historical Society museum May – October.

March – working on creation of new exhibit entitled *Expressions of World War One in photographs and letters home* to open at Livingston Arts May 5th. Plans to move to other locations TBA.

Programs:

January 14 - Presented a new program for the Mt. Morris Dam winter lecture series entitled *The Impact of World War I on Livingston County: Life on the Homefront*.

January 18 – met with Josh Williams at the Genesee Sun broadcast studio to discuss a video project to record Vietnam veterans involved in the *Blue Devils in Vietnam* book project.

February 26 – Attended a program on the Underground Railroad in Livingston County at the Livingston County Historical Society.

March 8 – Presented a new program in the Female Perspective Series on women with local ties to the state and national suffrage movement for the Nunda Historical Society.

PUBLIC DEFENDER – MARCEA TETAMORE

Informational Item(s) Written Only

1. Applications received YTD as of 3/27/17 p.m.: 437
2. Files opened YTD as of 3/27/17 p.m.: 187
3. Cases assigned to Conflict Defender YTD as of 3/27/17 p.m.: 64
4. Cases assigned to Assigned Counsel YTD: 17
5. Applications received between 1/23/17-3/27/17: 315
6. Files opened between 1/23/17-3/27/17: 117
7. Cases assigned to Conflict Defender between 1/23/17-3/27/17: 57
8. Applications pending as of 3/27/17: 90

The 2020 Census Local Update of Census Addresses Operation (LUCA)

What is LUCA?

LUCA is the only opportunity offered to tribal, state, and local governments to review and comment on the U.S. Census Bureau's residential address list for their jurisdiction prior to the 2020 Census. The Census Bureau relies on a complete and accurate address list to reach every living quarters and associated population for inclusion in the census.



Why participate in LUCA?

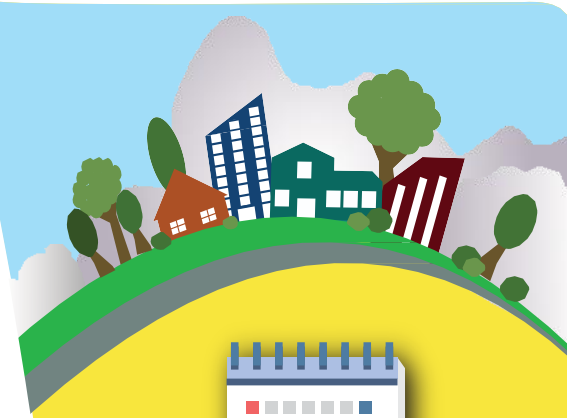
- To help ensure an accurate decennial census count in your community.
- To help the federal government distribute more than \$400 billion in funds annually for infrastructure, programs, and services.
- To help your community plan for future needs.

Who can participate in LUCA?

Active, functioning, legal governments can participate in LUCA. These include:

- Federally recognized tribes with a reservation and/or off-reservation trust lands.
- States.
- Counties.
- Cities (incorporated places).
- Townships (minor civil divisions).

If you are unable to participate in LUCA, you may designate an alternate reviewer for your government, such as your county, state data center, or regional planning agency.



Schedule

- January 2017: Advance notification of LUCA mailed to the highest elected official (HEO) or Tribal Chairperson (TC) of all eligible governments and other LUCA contacts.
- March 2017: LUCA promotional workshops begin.
- July 2017: Invitation letter and registration forms mailed to the HEO or TC of all eligible governments.
- October 2017: Training workshops begin. Self-training aids and Webinars will be available online at the LUCA Web site.
- February 2018: Participation materials mailed to registered participants. Participants have 120 calendar days from the receipt of materials to complete their review.
- August 2019: Feedback materials offered to participants with the results of Address Canvassing.
- **April 1, 2020: Census Day.**

For more information about LUCA, call 1-844-344-0169, e-mail us at <GEO.2020.LUCA@census.gov>, or visit our Web site at <www.census.gov/geo/partnerships/luca.html>.

LUCA Materials

The Geographic Update Partnership Software (GUPS) is new for LUCA. The GUPS is a self-contained Geographic Information System (GIS) update and processing package. In addition to the software, you will receive the Census Bureau's address list, address count list by



census block, and Topologically Integrated Geographic Encoding and Referencing (TIGER) partnership shapefiles.

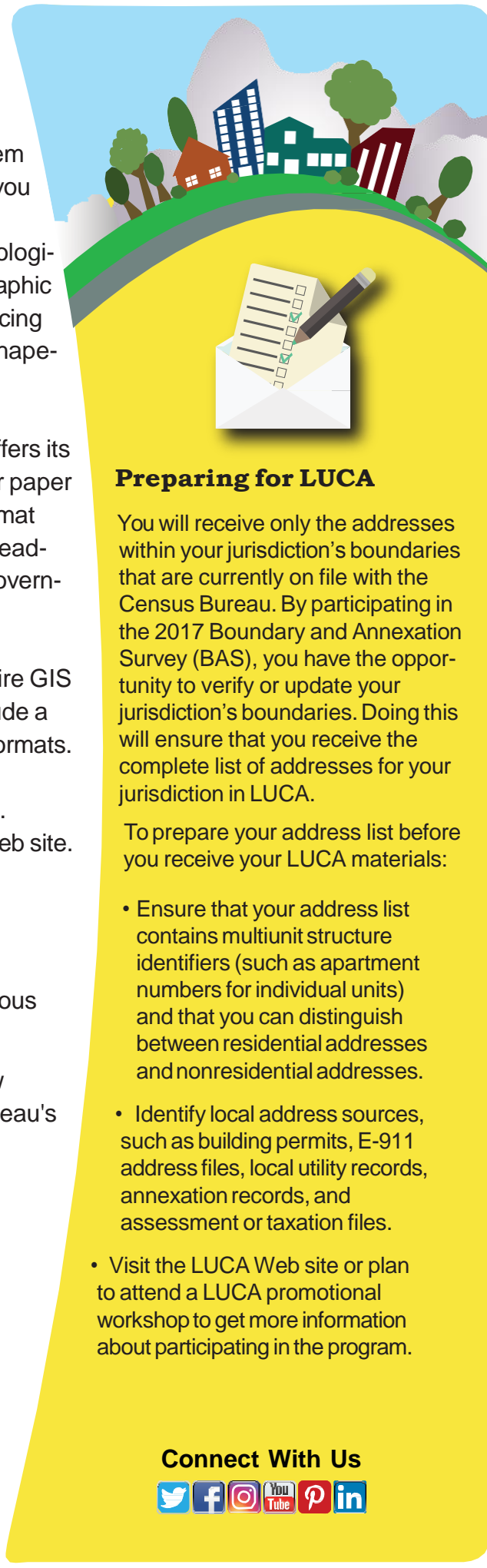
The Census Bureau offers its address list in digital or paper formats. The digital format requires the use of spreadsheet or database software. The paper format is available only to governments with 6,000 or fewer addresses.

Maps are offered in digital (TIGER partnership shapefiles that require GIS software) or paper (large format maps are 42 X 36 inches and include a DVD of small format [8.5 X 14 inches] block maps in Adobe PDF) formats.

The Census Bureau offers in-person training using LUCA materials. Self-training aids and Webinars are available online at the LUCA Web site.

What's new for LUCA?

- Pre-LUCA activities provide more opportunities to submit address information and receive feedback through the continuous Geographic Support System (GSS) Program.
- Streamlined participation through the Full Address List Review provides the opportunity to review and update the Census Bureau's address list.
- The Census Bureau's digital address list is available in new, convenient standard software formats.
- Comprehensive data that includes ungeocoded address and residential structure coordinates.



Preparing for LUCA

You will receive only the addresses within your jurisdiction's boundaries that are currently on file with the Census Bureau. By participating in the 2017 Boundary and Annexation Survey (BAS), you have the opportunity to verify or update your jurisdiction's boundaries. Doing this will ensure that you receive the complete list of addresses for your jurisdiction in LUCA.

To prepare your address list before you receive your LUCA materials:

- Ensure that your address list contains multiunit structure identifiers (such as apartment numbers for individual units) and that you can distinguish between residential addresses and nonresidential addresses.
- Identify local address sources, such as building permits, E-911 address files, local utility records, annexation records, and assessment or taxation files.
- Visit the LUCA Web site or plan to attend a LUCA promotional workshop to get more information about participating in the program.

Connect With Us



How was your service today?



99%
142 resp.



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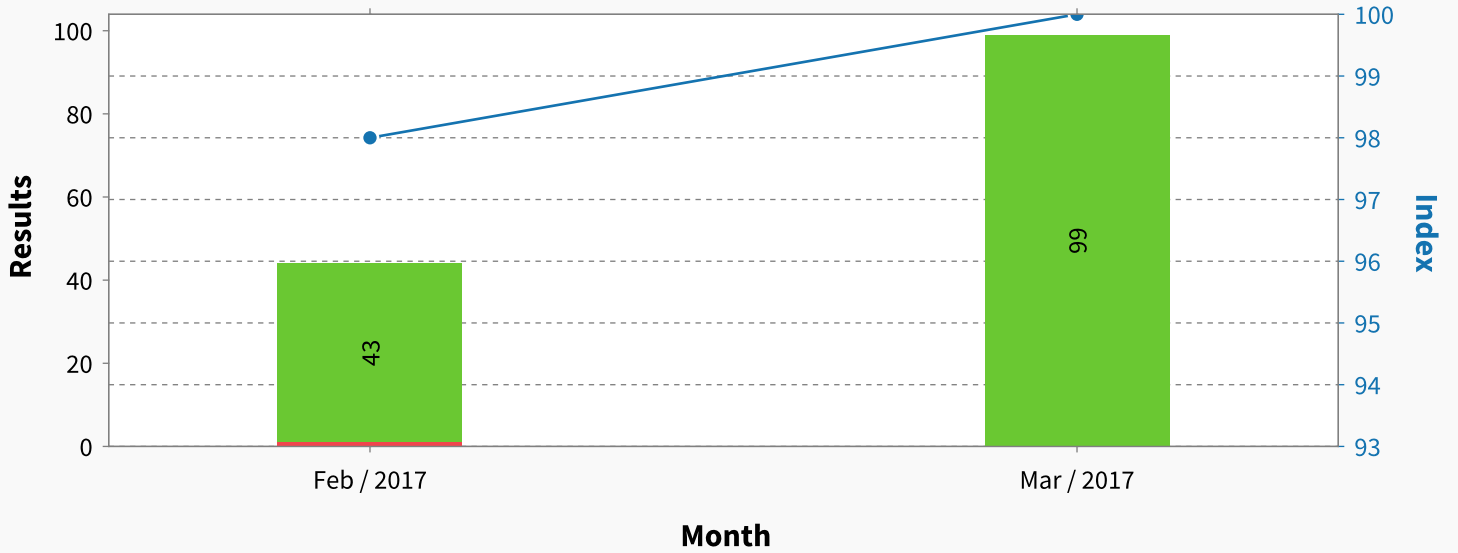
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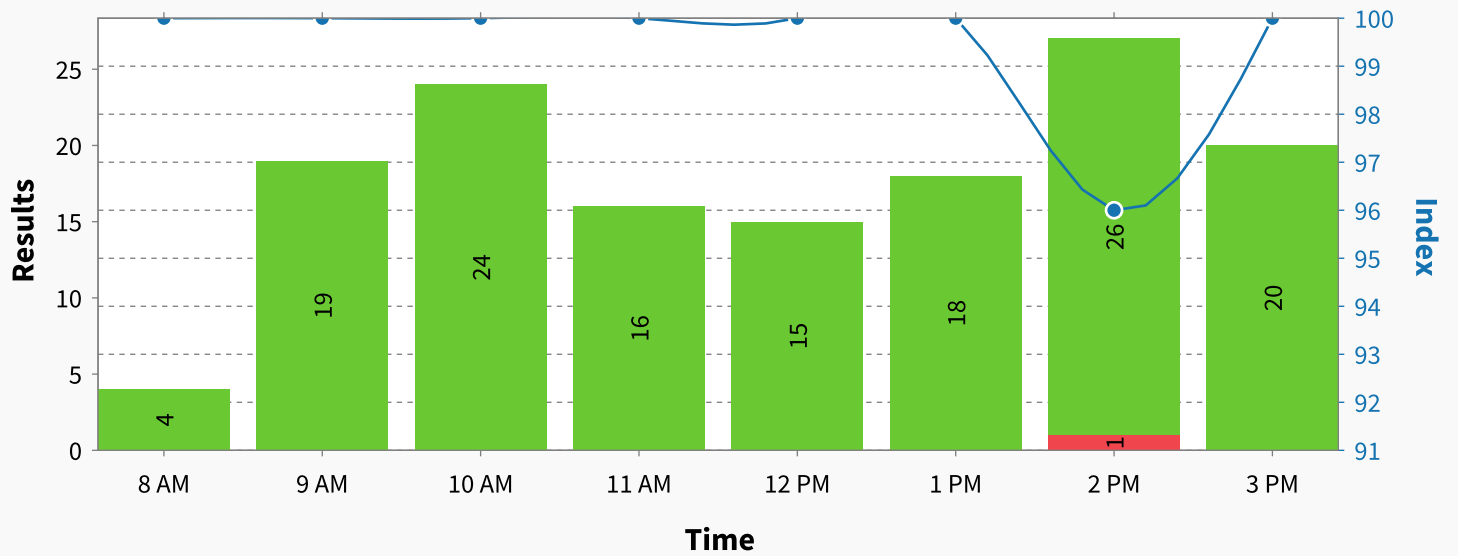
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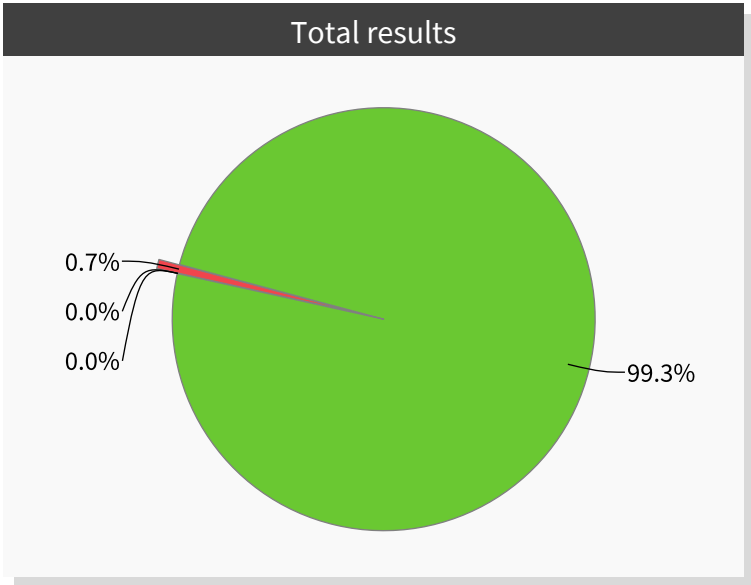
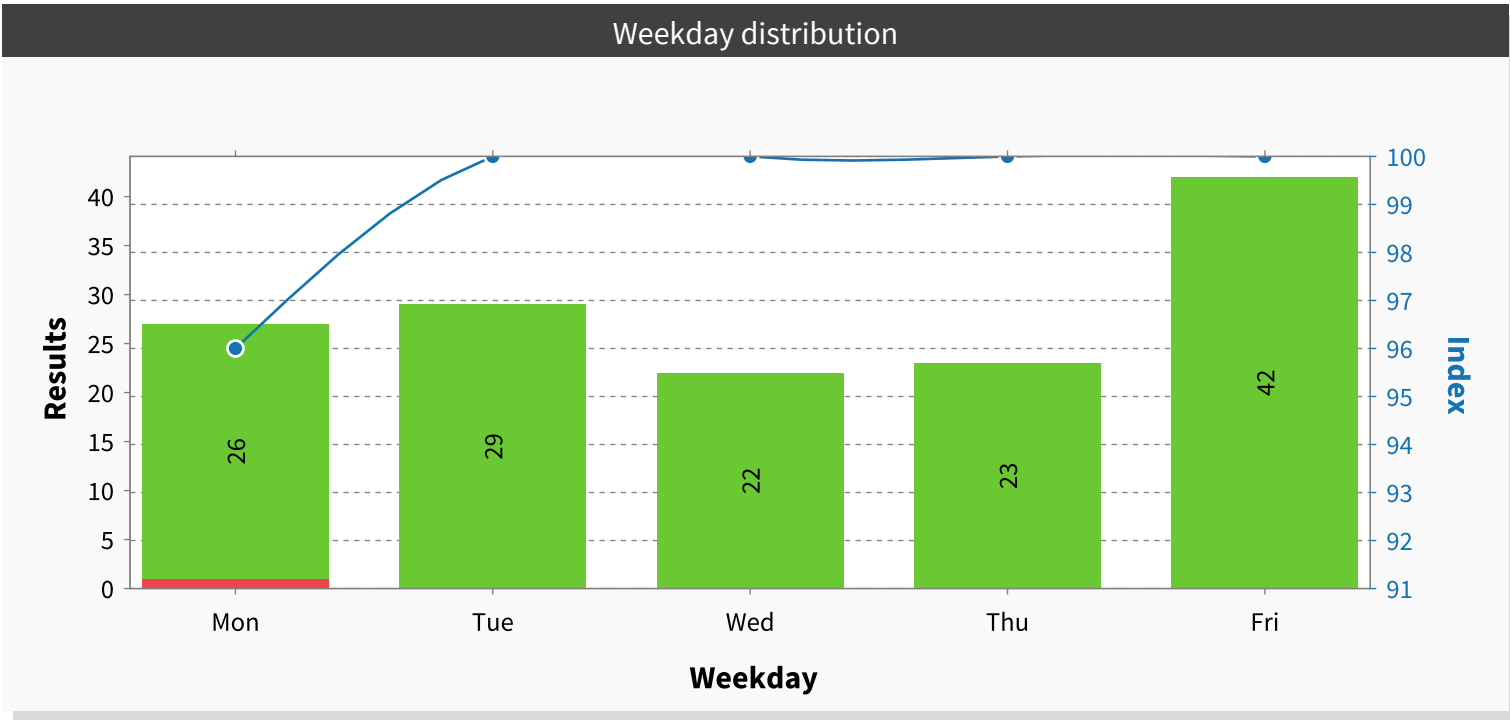
Index: 99.0
Responses: 143

Monthly distribution



Results hour-by-hour





Comparison

Distribution

