



# LIVINGSTON COUNTY BOARD OF SUPERVISORS' MEETING NOTICE

Livingston County Government Center, Geneseo, New York 14454 585.243.7030

COMMITTEE: WAYS AND MEANS

DATE: MAY 21, 2018

TIME: 1:30 P.M.

|                          |
|--------------------------|
| <u>Committee Members</u> |
| D. Pangrazio, Chairman   |
| D. Knapp, Vice Chairman  |
| D. Fanaro                |
| E. Gott                  |
| W. Wadsworth             |
| D. LeFeber               |
| D. Mahus                 |

## 1:30 PERSONNEL ISSUES

### 1. COUNTY ADMINISTRATOR- IAN COYLE

#### AMENDING THE 2018 LIVINGSTON COUNTY SALARY SCHEDULE: COUNTY ADMINISTRATOR

RESOLVED, that the 2018 Livingston County Salary Schedule is amended as follows:

#### County Administrator

- Create one full-time Deputy County Administrator position at an annual salary of \$94,175.

## 1:35 INFORMATION & TECHNOLOGY SERVICES – JASON PARKER

### Action Item(s) To Be Reported

#### 1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE LIVINGSTON COUNTY INFORMATION & TECHNOLOGY DEPARTMENT: PRESENTATION SOURCE, INC.

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Information & Technology Department, according to the term designated, subject to review by the County Attorney and County Administrator:

| <u>Contractor</u>  | <u>Term</u>      | <u>Amount</u> |
|--|------------------|---------------|
| <b>Presentation Source, Inc.</b><br>1 Fishers Rd, Suite 120<br>Pittsford, NY 14534 | 5/15/18-12/31/18 | \$68,166.78   |

For: Upgrade of audio visual technology in the Board of Supervisors room that will make the room more user friendly for presentations, provide the foundation for electronic meeting management, and for streaming of meetings to the internet with iCompass

| <i>Funding Source</i> | <i>Local Share</i> | <i>Budgeted?</i> |
|-----------------------|--------------------|------------------|
| C.I.P 2018            | 100%               | Yes x No         |

## 1:45 HIGHWAY DEPARTMENT- DON HIGGINS

### Action Item(s) To Be Reported

#### 1. AUTHORIZING THE LIVINGSTON COUNTY HIGHWAY SUPERINTENDENT TO BID ON REAL PROPERTY FOR LIVINGSTON COUNTY

RESOLVED, that the Livingston County Highway Superintendent is hereby authorized to bid on a particular real estate parcel being auctioned off at the end of May, 2018 as part of a bank foreclosure. The authorized bid amount shall not exceed the appraised value of the property as determined by a duly licensed appraiser prior to the date of sale.

## 1:55 PLANNING – ANGELA ELLIS

### Action Item(s) To Be Reported

#### 1. INITIATING SEQR PROCESS AND ESTABLISHING LEAD AGENCY INTENT FOR ACCEPTING A PORTION OF NEW YORK STATE ROUTE 15 AND CONVEYANCE TO THE ADJOINING LAND OWNER



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WHEREAS, 2995 Lakeville Road LLC is the owner of real property located at 2995 Lakeville Road in the Town of Avon and hereinafter referred to as “the property”; and

WHEREAS, New York State Department of Transportation determined that a portion of the property is encroaching into the New York State right-of-way impacting traffic safety and resulting in needed changes to the parking lot configuration; and

WHEREAS, 2995 Lakeville Road LLC has been in contact with the New York State Department of Transportation and Livingston County requesting the conveyance of a portion of the state highway right-of-way abutting 2995 Lakeville Road, as shown on a map filed with the Clerk of this Board, to address traffic safety and allow for changes to the parking lot configuration; and

WHEREAS, the New York State Department of Transportation has determined the property is no longer needed for highway purposes and indicated its willingness to abandon said property to Livingston County; and

WHEREAS, abandonment of the property by the New York State Department of Transportation to Livingston County and conveyance of the same to the adjoining owner constitute an “Action” subject to review under the New York State Environmental Quality Review Act and its implementing regulations found at 6NYCRR Part 617, hereinafter collectively referred to as “SEQR”; and

WHEREAS, a short Environmental Assessment Form (EAF) has been completed pursuant to the State Environmental Quality Review Act and filed with the Clerk of this Board; and

WHEREAS, it appears that based upon the information contained in the EAF and the project materials that the Action is an unlisted action under SEQR; and

WHEREAS, SEQR allows coordination of review of unlisted actions where more than one agency is involved; now therefore, be it

RESOLVED, that this Board hereby declares its intent to act as lead agency pursuant to SEQR for the environmental review of said proposed abandonment and transfer of the property to 2995 Lakeville Road LLC; and further

RESOLVED, that the Clerk of this Board is hereby authorized and empowered to circulate to all interested and involved agencies and the Town of Avon the draft EAF and a letter stating this Board’s intent to serve as lead agency pursuant to SEQR for the environmental review of said Action and soliciting any comments relevant to a determination of significance and the establishment of this Board as lead agency.

## **2:05 COUNTY ATTORNEY – SHANNON HILLIER**

### **Action Item(s) To Be Reported**

#### **1. AUTHORIZING LEASE AGREEMENT EXTENSION WITH CROWN ATLANTIC COMPANY LLC**

WHEREAS, by Local Law No. 5-1998 and Resolution No. 98-367 the Livingston County Board of Supervisors authorized a 25 year lease with Rochester Telephone Mobile Communications for a tower site next to the Livingston County Government Center; and

WHEREAS, the lease was subsequently assigned to Crown Atlantic Company LLC; and

WHEREAS, said lease is set to expire on November 12, 2023; and

WHEREAS, Crown Atlantic Company LLC has requested the lease be extended by four (4) five (5) year automatic renewal terms thereby making the lease expiration date November 12, 2043; now therefore be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign a lease extension with Crown Atlantic Company LLC, for the Geneseo Tower Site, subject to review by the County Attorney and County Administrator.

#### **2. AUTHORIZING RENEWAL OF THE VERIZON WATER TOWER LEASE – MT. MORRIS CAMPUS**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign a renewal of the Verizon water tower lease, Mt. Morris Campus, for a term commencing July 1, 2018 and



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terminating June 30, 2023 at an initial monthly rental of \$3,032.51, subject to review by the County Attorney and County Administrator.

## **2:15 COUNTY ADMINISTRATOR – IAN COYLE**

### **Action Item(s) To Be Reported**

#### **1. APPROVING ABSTRACT OF CLAIMS #5B – MAY 23, 2018**

RESOLVED, that the Livingston County Board of Supervisors approves the Abstract of Claims #5B dated May 23, 2018 in the total amount of \$2,499,203.19.

#### **2. AUTHORIZING TRANSFER OF FUNDS - HIGHWAY**

RESOLVED, that the Livingston County Treasurer is authorized and directed to make the requested transfer per the Budget Transfer Request Forms on file in the Office of the Clerk of the Board which have been approved by the Livingston County Administrator.

#### **3. AMENDING 2018 LIVINGSTON COUNTY BUDGET – DEPARTMENT OF HEALTH (2), HIGHWAY (5) & OFFICE FOR THE AGING (3)**

RESOLVED, that the Livingston County Treasurer is authorized and directed to make the requested Budget Amendments per the Budget Amendment entries, which have been approved by the Livingston County Administrator.

#### **4. INCREASING CAPITAL PROJECT ACCOUNT FOR THE YEAR 2018–ITS UPGRADES**

RESOLVED, that the County Treasurer is authorized to increase Capital Project Account **H1680.2900** in the amount of \$500,000.00 to be funded from Interfund Transfers **H1680.5031** in the amount of \$500,000.00, now therefore be it

RESOLVED, that the County Treasurer is hereby directed to transfer budgeted funds to the ITS Upgrades Capital Project from Transfer to Capital Account **A9950.9000** in the amount of \$500,000.00.

#### **5. INCREASING CAPITAL PROJECT ACCOUNT FOR THE YEAR 2018–COURTHOUSE UPGRADES**

RESOLVED, that the County Treasurer is authorized to increase Capital Project Account **H1625.2900** in the amount of \$50,000.00 to be funded from Interfund Transfers **H1625.5031** in the amount of \$50,000.00, now therefore be it

RESOLVED, that the County Treasurer is hereby directed to transfer budgeted funds to the Courthouse Upgrades Capital Project from Transfer to Capital Account **A9950.9000** in the amount of \$50,000.00.

#### **6. INCREASING CAPITAL PROJECT ACCOUNT FOR THE YEAR 2018–AMBULANCE EQUIPMENT**

RESOLVED, that the County Treasurer is authorized to increase Capital Project Account **H1629.2900** in the amount of \$200,000.00 to be funded from Interfund Transfers **H1629.5031** in the amount of \$200,000.00, and it is further

RESOLVED, that the County Treasurer is hereby directed to transfer budgeted funds to the Ambulance Equipment Capital Project from Transfer to Capital Account **A9950.9000** in the amount of \$200,000.00.

#### **7. INCREASING CAPITAL PROJECT ACCOUNT FOR THE YEAR 2018–GOVERNMENT CENTER UPGRADES**

RESOLVED, that the County Treasurer is authorized to increase Capital Project Account **H1628.2900** in the amount of \$150,000.00 to be funded from Interfund Transfers **H1628.5031** in the amount of \$150,000.00, now therefore be it



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RESOLVED, that the County Treasurer is hereby directed to transfer budgeted funds to the Government Center Upgrades Capital Project from Transfer to Capital Account **A9950.9000** in the amount of \$150,000.00.

**8. INCREASING CAPITAL PROJECT ACCOUNT FOR THE YEAR 2018 – PARK IMPROVEMENTS**

RESOLVED, that the County Treasurer is authorized to increase Capital Project Account **H1626. 2900** in the amount of \$50,000.00 to be funded from Interfund Transfers **H1626.5031** in the amount of \$50,000.00, now therefore be it

RESOLVED, that the County Treasurer is hereby directed to transfer budgeted funds to the Park Improvements Capital Project from Transfer to Capital Account **A9950.9000** in the amount of \$50,000.00.

**9. APPOINTING DEPUTY COUNTY ADMINISTRATOR FOR OPERATIONS AND CENTRAL SERVICES - WILLIAM MANN**

WHEREAS, the County Administrator has recommended the appointment of a new Deputy County Administrator pursuant to his powers and duties as specified in Section 4 (C) of Local Law 6-2007; and

WHEREAS, the Ways and Means Committee has reviewed the recommendation of the County Administrator, concurs with it, and likewise recommends to the Board of Supervisors said appointment; and

WHEREAS, the Board of Supervisors wishes to make appointment consistent with these recommendations; now, therefore, be it

RESOLVED, that the 2018 Department Head Salary Schedule is amended as follows:

**County Administrator**

Appoint William Mann of 9232 Meyers Road, Nunda, New York to the position of Deputy County Administrator effective May 24, 2018 at an annual salary of \$85,000.

**10. APPOINTING DEPUTY COUNTY ADMINISTRATOR FOR PLANNING AND SPECIAL PROJECTS - ANGELA ELLIS**

WHEREAS, the County Administrator has recommended the appointment of a new Deputy County Administrator pursuant to his powers and duties as specified in Section 4 (C) of Local Law 6-2007; and

WHEREAS, the Ways and Means Committee has reviewed the recommendation of the County Administrator, concurs with it, and likewise recommends to the Board of Supervisors said appointment; and

WHEREAS, the Board of Supervisors wishes to make appointment consistent with these recommendations; now, therefore, be it

RESOLVED, that the 2018 Department Head Salary Schedule is amended as follows:

**County Administrator**

Appoint Angela Ellis of 4994 Lima Road, Geneseo, New York to the position of Deputy County Administrator effective May 24, 2018 at an annual salary of \$94,175.

**11. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY EMERGENCY MEDICAL SERVICES DEPARTMENT: CLARK PATTERSON LEE**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for the Livingston County 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>    |
|---|------------------------------|------------------|
| <b>Clark Patterson Lee</b><br>205 St. Paul Street<br>Suite 500<br>Rochester, New York 14604 | 5/1/18 to project completion | Per fee schedule |
| For: Professional architect services for Emergency Operations Center Addition               |                              |                  |



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| <i>Funding Source</i> | <i>Local Share</i> | <i>Budgeted?</i> |
|-----------------------|--------------------|------------------|
| USDA Loan             | 100%               | Yes              |

**Director's Comments:**

The Addition Is For Expansion Of Emergency Medical Services Operations And Eoc Capability.

## **12. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN AN INTERMUNICIPAL AGREEMENT FOR COUNTY GRANT WRITING SERVICES**

RESOLVED, that the Livingston County Board of Supervisors hereby authorizes the Chairman of the Board to sign the following Intermunicipal agreement for county grant writing services, subject to review by the County Attorney and County Administrator.

| <u>Contractor</u>  | <u>Term</u>                     | <u>Amount</u> |
|--|---------------------------------|---------------|
| <b>Twenty- Six (26) Livingston County Municipalities</b> | One year with automatic renewal | N/A           |
| For: County Grant Writing Services                       |                                 |               |

### **Pre-approved Informational Item(s) To Be Reported**

1. Internship/Fellowship Program
2. Budget/Finance update
3. Strategic Planning update

### **2:35 ADJOURNMENT**