



LIVINGSTON COUNTY BOARD OF SUPERVISORS' MEETING NOTICE

Livingston County Government Center, Geneseo, New York 14454 585.243.7030

COMMITTEE: PUBLIC SERVICES

DATE: AUGUST 1, 2018

TIME: 9:00 A.M.

PLEDGE OF ALLEGIANCE:

Committee Members

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

9:00 SHERIFF'S OFFICE – SHERIFF THOMAS DOUGHERTY

Action Item(s) To Be Reported

1. AMENDING A PORTION OF RESOLUTION NO. 2018-241

WHEREAS, Resolution No. 2018-241 authorized a contract with Dansville Central School District for a School Resource Officer, and

WHEREAS, the Dansville Central School District Superintendent has proposed a contract amendment allowing for the school district to do a 9 hour/day SRO with a per diem rate for up to 10 days of summer coverage, now therefore be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following amended contract for the Livingston County Sheriff's Office, according to the term designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Dansville Central School District 284 Main Street Dansville, NY 14437	7/1/18-6/30/19	\$79,930.47

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
COPS/SRO A3111 for County use of school breaks	N/A	Yes X No

And be it further

RESOLVED, that a portion of Resolution No. 2018-241 is hereby amended.

2. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACTS FOR THE LIVINGSTON COUNTY SHERIFF'S DEPARTMENT: GLOBEL TEL LINK CORP

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Sheriff's 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>
Globel Tel Link Corp 12021 Sunset Hills Rd Suite 100 Reston, VA 20190	5 Years	No Cost

For: Inmate Phone Agreement

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

Pre-approved Informational Item(s) To Be Reported

1. Billable Details - Process and Procedures

cc: BOS, Administration, Shannon Hillier, Becky Schroeder, David DiPasquale, Hayden Dadd, Mary Strickland, Amie Alden, Greg McCaffrey, Bill Bacon, Kevin Niedermaier, Don Higgins, Angela Ellis, Lynn Mignemi, Lindsay Quintilone-Jordan, Sheriff Dougherty, Michelle Baines, Peggy Grayson, Karen Dewar, Bill Mann, Bill Cavalier, James Montesano



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9:15 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 CONTRACTS FOR THE LIVINGSTON COUNTY EMERGENCY MEDICAL SERVICES – MONROE COMMUNITY COLLEGE

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contracts for the Livingston County Emergency Medical Services, according to the terms designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Monroe Community College	8/1/18-7/31/20	\$.00

1000 East Henrietta Road
Rochester, New York 14623

For: EMS students to have clinical ride time with Livingston County Emergency Medical Services

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

Informational Item(s) Written Only

June 26, 2018 NYS DOH Bureau of EMS Director Ryan Greenberg visits Livingston County EMS

June 27, 2018 Dansville Ambulance NYSDOH EMS Inspection

June 29, 2018 Medical Director meeting

July 2, 2018 Geneseo NWM Air Show planning meeting

July 9, 2018 Webster EMS CON Hearing

July 10, 2018 Medical Director meeting

July 13, 2018 Response - Geneseo airport - plane crash

July 14 & 15, 2018 Geneseo NWM Air Show

July 16, 2018 MLREMS Council meeting

July 18, 2018 American Heart Association Audit

July 18, 2018 Agency standby for SWAT deployment

Note: NYSDOH EMS Agency certification - renewed

NYSDOH EMS Agency Inspection - passed

NYSDOH EMS Course Sponsor - renewed

American Heart Association audit - passed

9:20 PUBLIC DEFENDER – LINDSAY QUINTILONE-JORDAN (1 Attachment)

Action Item(s) To Be Reported

1. AUTHORIZING THE LIVINGSTON COUNTY PUBLIC DEFENDER TO PAY COUNTY EMPLOYED AND ASSIGNED COUNSEL ATTORNEYS STIPENDS FOR CENTRALIZED ARRAIGNMENT PART COVERAGE ON WEEKENDS AND HOLIDAYS.

WHEREAS, Livingston County is now required to provide legal representation at arraignment for any criminal defendant charged with a crime and eligible for publicly funded representation, as a result of the *Hurrell-Harring v. New York* Settlement Plan; and

WHEREAS, Livingston County has created a Centralized Arraignment Court for the purpose of arraigning individuals charged with crimes; and

WHEREAS, the Livingston County Public Defender's Office is currently responsible for staffing the Centralized Arraignment Court every day at 7 a.m. and 7 p.m. including weekends and holidays; and

cc: BOS, Administration, Shannon Hillier, Becky Schroeder, David DiPasquale, Hayden Dadd, Mary Strickland, Amie Alden, Greg McCaffrey, Bill Bacon, Kevin Niedermaier, Don Higgins, Angela Ellis, Lynn Mignemi, Lindsay Quintilone-Jordan, Sheriff Dougherty, Michelle Baines, Peggy Grayson, Karen Dewar, Bill Mann, Bill Cavalier, James Montesano



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WHEREAS, staffing the Centralized Arraignment Court with experienced attorneys at a flat rate would be the most efficient and cost effective way of providing attorneys at arraignments;

Now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby approves the payment of stipends to attorneys for staffing the Centralized Arraignment Court on weekends and holidays at a rate of \$200.00 per day.

2. AMENDING THE 2018 SALARY SCHEDULE: PUBLIC DEFENDER (1 Attachment)

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

Public Defender

Reclassify the Legal Assistant Position to a Senior Legal Typist Position effective 8/12/18.

(See attached Memorandum of Agreement)

Pre-approved Informational Item(s) To Be Reported

A revised year one (April 1, 2018-March 31, 2019) budget has been created and preliminarily approved by ILS for contract. The revised year one budget is attached. This is all reimbursement funding to cover criminal indigent defense for the Public Defender's Office, Conflict Defender's Office and Assigned Counsel Program. It is expected that the total funding will double in year two. If the proposed budget has preliminary county approval, ILS will submit a contract to the county for execution.

9:35 HIGHWAY – DON HIGGINS

Action Item(s) To Be Reported

1. AUTHORIZING THE IMPLEMENTATION AND SUPPLEMENTAL #1 TO MASTER AGREEMENT, AND FUNDING IN THE FIRST INSTANCE 100% OF THE FEDERAL-AID AND STATE-AID ELIGIBLE COSTS, OF A FEDERAL-AID AND/OR STATE-AID TRANSPORTATION PROJECT, AND APPROPRIATING FUNDS THEREFORE – REHABILITATION OF DEGROFF ROAD (CR-77) BRIDGE OVER KESHEQUA CREEK, TOWN OF NUNDA, PIN 4BNY.06

WHEREAS, Sponsor will design, let and construct the "Project", and

WHEREAS, a Project for the Rehabilitation of DeGroff Road Bridge over Keshequa Creek, Town of Nunda, P.I.N 4BNY.06 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 95% Federal funds and 5% non-federal funds, and

WHEREAS, the County of Livingston desires to advance the Project by making a commitment of 100% of the non-federal share of costs of Scoping, Preliminary Engineering, Design, ROW Incidentals, Construction, Construction Support and Construction Inspection Phases, and

WHEREAS, Livingston County Board of Supervisors Resolution No. 2017-292 authorized a total of \$32,500.00 for Preliminary Engineering and Design Phases, now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby approves the above-subject project, and it is hereby further

RESOLVED, that the Livingston County Board of Supervisors hereby authorizes the Chairman of the Board of Supervisors to pay in the first instance 100% of the federal and non-federal share of the cost of Preliminary Engineering, Design, Construction, Construction Support and Construction Inspection Phases for the Project or portions thereof; and it is further

RESOLVED, that the Livingston County Board of Supervisors hereby agrees that the County of Livingston shall be responsible for all costs of the project which exceed the amount of the NY Bridge Funding awarded to the County of Livingston, and it is further



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RESOLVED, that the total sum of \$689,918.00 is hereby appropriated from Livingston County Budget Appropriations and made available to cover the cost of participation in the above phases of the Project, and it is further

RESOLVED, that Livingston County hereby agrees that construction of the Project shall begin no later than eighteen (18) months after award, and that the Project shall be completed within three years of commencing construction, and it is further

RESOLVED, that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the Livingston County Board of Supervisors shall convene as soon as possible to appropriate said excess amount immediately upon notification by the Livingston County Highway Superintendent thereof, and it is further

RESOLVED, that the Chairman of the Board of the Livingston County Board of Supervisors be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal-Aid and/or State-Aid on behalf of the County of Livingston with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

RESOLVED, that a certified copy of this Resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and it is further

RESOLVED, this Resolution shall take effect immediately.

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
NYS Department of Transportation 50 Wolf Road Albany, NY 12232	6/1/17 - 3/31/22	\$689,918.00

For: Supplemental #1, State/Local Agreement for DeGroff Road (CR-77) Bridge Rehabilitation Project, Town of Nunda, BIN 3316640, PIN 4BNY.06, capturing all Phases and all Funding.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
FHWA, NYS Bridge-NY Program, Livingston County Highway Budget Appropriations	5% \$34,496.00	Yes XX No

Director's Comment: County share (5.0%) is \$34,496.00.

2. AWARDING BID AND AUTHORIZING ONE CONSTRUCTION CONTRACT FOR TWO (2) BRIDGE-NY BRIDGE REPLACEMENT PROJECTS, PENNIMITE ROAD OVER WILKINS CREEK, TOWN OF LIVONIA (PIN 4BNY.04) AND PENNYCOOK ROAD OVER UNNAMED CREEK, TOWN OF PORTAGE (PIN 4BNY.03), FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT – RAMSEY CONSTRUCTORS, INC.

WHEREAS, after the proper legal advertisement seeking bids for the construction phase of two (2) Bridge-NY Bridge Replacement Projects, Pennimite Road over Wilkins Creek, Town of Livonia, and Pennycook Road over Unnamed Creek, Town of Portage, three (3) bids were received and opened on July 24, 2018, and

WHEREAS, the County Highway Department is administering these Projects on behalf of the Towns, but the Town of Livonia and Portage are responsible for any local share, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is authorized to sign the following contract, which is hereby accepted as the lowest responsible bid, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Ramsey Constructors, Inc.	8/8/18-12/31/19	\$612,262.00

cc: BOS, Administration, Shannon Hillier, Becky Schroeder, David DiPasquale, Hayden Dadd, Mary Strickland, Amie Alden, Greg McCaffrey, Bill Bacon, Kevin Niedermaier, Don Higgins, Angela Ellis, Lynn Mignemi, Lindsay Quintilone-Jordan, Sheriff Dougherty, Michelle Baines, Peggy Grayson, Karen Dewar, Bill Mann, Bill Cavalier, James Montesano



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5711 Gateway Park
Lakeville, NY 14480

For: Construction Phase, Two (2) NYS Bridge-NY Bridge Replacement Projects: PIN 4BNY.04, Pennimite Road over Wilkins Creek, Town of Livonia and PIN 4BNY.03, Pennycook Road over Unnamed Creek, Town of Portage

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Bridge-NY Program funding; Towns of Livonia & Portage	-0- County Share	Yes XX No

Director's Comments: Please note: This Resolution is dated for the August 22, 2018 Board Meeting, to give the Towns of Livonia and Portage time to confirm that they will be able to handle their local share of the project.

9:45 CENTRAL SERVICES – WILLIAM MANN

Pre-approved Informational Item(s) To Be Reported

1. Energy Performance Project Update – NPV, Brad Benton –EPC Construction Manager.
2. Al Lorenz Park Master Plan Update and Next Steps (w/ Mark Grove)

9:55 CHAIRMAN LEFEBER

Pre-approved Informational Item(s) To Be Reported

1. IDA Appointment discussion

10:00 ADJOURNMENT

BOARD OF ELECTIONS – DAVID DIPASQUALE AND BECKY SCHROEDER

Informational Item(s) Written Only

1. Election inspector training has been completed for this session. If needed, we will pull together another training in the fall. We have 187 returning inspectors who went through the mandated annual training. A total of 19 new inspectors were trained. We have determined that smaller class sizes are more conducive to new inspectors due to the complexity of the information and the employment-related documents required.
2. County petitions were filed, all of which were reviewed and found to be in compliance. No objections were filed.
3. All payments for our support of 2018 School Elections have been received and processed totaling approximately \$4,400.
4. Progress continues to be made on office renovations.
5. NYS required summer mail check cards have been mailed.
6. The Avon Republican and Democrat Caucuses have been completed and certificates of nomination filed. Many of the remaining caucuses have been scheduled for the month of August. As you are aware, a commissioner makes every effort to attend party caucuses in an advisory role.
7. BOE staff will be attending the ECA Summer Conference the week of July 23, 2018. The office will be staffed and, as usual, the commissioners will stay in regular contact.
8. Current active voter enrollment stands at 38,579. Democratic: 10,203; Republican: 16,707; Conservative: 894; Green: 148; Working Families: 137; Independence: 1,885; Women's Equality: 10; Reform: 8; Others: 120 and Blank: 8,467. Inactive enrollment is at 2,787. Total active/inactive voter enrollment is: 41,366.

ECONOMIC DEVELOPMENT – BILL BACON

Informational Item(s) Written Only

cc: BOS, Administration, Shannon Hillier, Becky Schroeder, David DiPasquale, Hayden Dadd, Mary Strickland, Amie Alden, Greg McCaffrey, Bill Bacon, Kevin Niedermaier, Don Higgins, Angela Ellis, Lynn Mignemi, Lindsay Quintilone-Jordan, Sheriff Dougherty, Michelle Baines, Peggy Grayson, Karen Dewar, Bill Mann, Bill Cavalier, James Montesano



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The following CFA's were prepared and submitted by the Office of Economic Development for consideration by the Finger Lakes Regional Council:

Project Name	Funding Source	Applicant
Livingston County Microenterprise Program	CDBG - Micro	County
Countywide Design Guidelines	New York Main Street - Technical Assistance	LCDC
Countywide Place Branding	ESD Strategic Planning & Feasibility Studies	LCDC
Horns & Halos Anchor Project	New York Main Street - Anchor	Village of Caledonia
Exit 4 Market Feasibility and Financial Analysis Study	ESD Strategic Planning & Feasibility Studies	IDA

In July, Greater Rochester Enterprises released five (5) requests for proposals on site selection for prospective companies. Of these, three (3) were looking for existing buildings, one (1) was a greenfield option and one (1) was that either would be considered. The existing building requests were for large facilities of 40,000, 160,000 and 500,000sf with various additional specs including high ceilings, rail access (2) and all wanting close proximity to highway. The project seeking a greenfield option is pending submission, once we receive an answer to our inquiry on utility capacity to service the project specs. The last project seeking either existing or greenfield needs extensive power capacity that cannot be met by any existing service. We have received eight (8) requests for proposal so far this year.

The Industrial Development Agency has undertaken the review of a renewable energy policy for amendment to our Uniform Tax Exemption Policy (UTEP). At this point, we have polled other Agencies to ascertain what incentives have been offered in an effort to determine what the market will bear. More information will be forthcoming as it is compiled for review and consideration.

The 2016 Annual Performance Report for New York State's Industrial Development Agencies has just been released. Livingston County IDA continues to rank among the top IDA's in the State for managing the amount of exemptions per job created. Of the 29 current projects which have been provided a PILOT incentive, job creation was projected to be 592, while 981 jobs have actually been created. In addition, the report measures a summary benchmark of net exemptions per job gained. While the State average is \$3,424, Livingston County IDA has effectively managed the process and maintained that number at \$1,881.

EMERGENCY MANAGEMENT SERVICES – KEVIN NIEDERMAIER

Informational Item(s) Written Only

1. OEM will be hosting the Disability Awareness training sponsored by Niagara University in October, Niagara University will forward the dates of the training next month for distribution to all appropriate departments and agencies.
2. OEM completed a fiscal monitoring/audit with the NYS Department of Homeland Security and Emergency Services. NYSDHSES reviewed the following grant: State Homeland Security Planning, all paperwork was in order, reviewed the equipment purchases and the associated paperwork for those purchases. A summary of the review will be forth coming.
3. Installation of a new generator transfer switch has been completed, like to thank Building and Grounds for their help with this project.
4. OEM has responded to 24 calls for the last 3 months; 15 structure fires, 7 vehicle fires, and 3 large grass fires.
5. Emergency plans; working on the upgrade to the Access and Functional needs plan, Threat Hazard Identification and Risk Assessment plan and developing the Recovery plan.

cc: BOS, Administration, Shannon Hillier, Becky Schroeder, David DiPasquale, Hayden Dadd, Mary Strickland, Amie Alden, Greg McCaffrey, Bill Bacon, Kevin Niedermaier, Don Higgins, Angela Ellis, Lynn Mignemi, Lindsay Quintilone-Jordan, Sheriff Dougherty, Michelle Baines, Peggy Grayson, Karen Dewar, Bill Mann, Bill Cavalier, James Montesano



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6. Training: OEM Director has completed the third class of four of the National Emergency Management Advance Academy held at the Emergency Management Institute in Emmetsburg, Maryland. Upon completion of the final class in September, OEM Director will obtain a Federal certification in Emergency Management.

Meeting attendance: Western District Emergency Managers, NYSEMA Executive Board, County Fire Chiefs and Firefighters, Chief Executive, Hazmat, LEPC, Department Head, 911 Governance Board, 911 PMT, County Fire Police, County Firefighters Association.

PROBATION – LYNNE MIGNEMI

Informational Item(s) Written Only

1. PROBATION DEPARTMENT WORKLOAD

- 436 adult offenders supervised in county (20 treatment court cases being supervised in drug court)
- 25 offenders in other NYS counties
- 4 offenders in other states
- 14 juveniles supervised
- 7 new juvenile referrals
- 43 investigations ordered
- 12 active EHM cases (0 juvenile; 12 adults; 6 of which are female), 1-Global Positioning
- 0 adult placed on probation for willful violation of support
- 9 New Leandra's Law cases (4 CDs)

2. MONIES COLLECTED

- \$11,804.12 – restitution
- 1,435.00 – fines
- 2,937.00 – DWI supervision fees
- 1,301.00 – EHM fees
- 597.73 – restitution surcharge

3. OUTSTANDING FEES

- \$73,805.00 – DWI Supervision Fees as of 6/27/18
- \$145,102.00 – EHM fees as of 6/27/18

4. MEETINGS ATTENDED

- 6/4/2018 Meeting with Deputy Bill Mann on Threat Assessment Report
- 6/5/2018 Human Services Department Head Meeting
- 6/11/2018 Suicide Prevention Task Force Meeting
- 6/14/2018 Livingston County 5K
- 6/15/2018 Hillside Advisory Meeting
- 6/15/2018 Livingston County Court Surcharge Calendar
- 6/18/2018 Staff Meeting
- 6/19/2018 Law Enforcement Council
- 6/19/2018 Murray Hill Auditorium Ribbon Cutting Ceremony
- 6/21/2018 Quarterly Department Head Meeting
- 6/22/2018 Pillars of Postvention Training
- 6/23/2018 Livingston County Suicide Prevention Training @ Livonia American Legion (Saturday am)
- 6/25-27/18 Council of Probation Director's Summer Conference (Lake Placid)
- 6/27/2018 Livingston County Employee Recognition (PO Courtney Sobrado)

5. ADMINISTRATIVE REVIEWS

Zero (0) administrative reviews

6. TRAINING

cc: BOS, Administration, Shannon Hillier, Becky Schroeder, David DiPasquale, Hayden Dadd, Mary Strickland, Amie Alden, Greg McCaffrey, Bill Bacon, Kevin Niedermaier, Don Higgins, Angela Ellis, Lynn Mignemi, Lindsay Quintilone-Jordan, Sheriff Dougherty, Michelle Baines, Peggy Grayson, Karen Dewar, Bill Mann, Bill Cavalier, James Montesano



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Name	Date	Training	Hours	Misc.
Kerrin Chapman	None			
Katie Dunn	None			
Michelle Jordan	None			
Liz Laney	None			
Debra Mack	6/25/18	Portal Certification	0.5	
Rachel Merrick	6/18-6/22	Probation Specialized Juvenile Justice	35	
Lynne Mignemi	None			
Courtney Sobrado	6/18-6/22	Probation Specialized Juvenile Justice	35	
Jason Varno	6/28/18	Violence in the Workplace	0.75	
	6/28/18	Corporate Compliance	0.25	
Joshua Wren	6/8/18	Fundamentals of Probation Practice	7.0	
	6/11-6/15	Practical Week	40.0	
	6/21/18	Violence in the Workplace	0.75	
	6/21/18	Corporate Compliance	0.25	

cc: BOS, Administration, Shannon Hillier, Becky Schroeder, David DiPasquale, Hayden Dadd, Mary Strickland, Amie Alden, Greg McCaffrey, Bill Bacon, Kevin Niedermaier, Don Higgins, Angela Ellis, Lynn Mignemi, Lindsay Quintilone-Jordan, Sheriff Dougherty, Michelle Baines, Peggy Grayson, Karen Dewar, Bill Mann, Bill Cavalier, James Montesano



**LIVINGSTON COUNTY GOVERNMENT CENTER
PERSONNEL & CIVIL SERVICE - Rm 206
6 COURT STREET
GENESEO, NEW YORK 14454
585-243-7570**

Tish E. Lynn
Personnel Officer

Lauraine M. Montemarano
Personnel Assistant

Jennifer O. Damon
Deputy Personnel Officer

To: Ian Coyle
Lindsay Quintilone ✓
Renee Chichester
Mary Clarke

From: Tish E. Lynn *TEL*

Re: Memorandum of Agreement
McKenzie Bonadonna – wage upon reclassification

Date: July 3, 2018

Please find enclosed a copy of the fully executed memorandum of agreement regarding the above stated matter for your records.

Thank you for your assistance with this memorandum of agreement.

TEL/ajg

Enclosure

RECEIVED JUL 03 2018

MEMORANDUM OF AGREEMENT

THIS AGREEMENT, made this 7th day of June, 2018, by and between the CIVIL SERVICE EMPLOYEES ASSOCIATION, LOCAL 1000 AFSCME, AFL-CIO, LIVINGSTON COUNTY LOCAL 826 (Full-time Employee Unit), hereinafter referred to as "CSEA," and LIVINGSTON COUNTY, hereinafter referred to as "COUNTY,"

RECITALS

- A. McKenzie Bonadonna (hereinafter referred to as "Employee") is currently employed by the County Public Defender's Office as a Legal Assistant. As such, she is a member of the CSEA bargaining unit.
- B. In the spring of 2018, a Civil Service review of Employee's job duties was performed. As a result, a determination was made that Employee's position is misclassified and should be classified as a Senior Legal Typist. It is the intention of the Public Defender to take steps to request and obtain approval of the Livingston County Board of Supervisors for this change. When the change occurs, Employee's position will then be classified as a Senior Legal Typist.
- C. The change of classification will impact Employee's wage grade. The parties wish to enter into this non-precedent setting agreement to provide a special wage step to Employee upon her position's reclassification.

WITNESSETH:

NOW, THEREFORE, in consideration of the promises contained herein and for other good and valuable consideration, the parties hereby agree as follows:

1. **Wage Upon Reclassification.** The parties agree that upon the reclassification of Employee's position to a Senior Legal Typist, Employee will be placed in step 5 of wage

grade 11 which will provide her with an hourly rate of twenty four dollars and twenty four cents (\$24.24). Employee's future eligibility for longevities shall be determined based upon her current date of hire, February 28, 2016 on the same basis as other employees within the CSEA bargaining unit.

2. **No Precedent.** The parties agree that this agreement shall not create any precedent that must be followed in the future.

WITNESS the following signatures.

CSEA

By:

Mary Clarke
Mary Clarke
Its: President
Date: 6/25/18

COUNTY

By:

Ian M. Coyle
Ian M. Coyle
Its: County Administrator
Date: 06-27-18

Renee Chichester
Renee Chichester
Its: Labor Relations Specialist
Date: 6-15-2018

SEEN & AGREED:

McKenzie Bonadonna
McKenzie Bonadonna
Date: 6/25/18

Item	Department	Cost	Initiative	Notes
Copier	CD	\$ 2,000.00	Caseload	annual lease
Appeals Contract - year 1	CD	\$ 26,000.00	Caseload	total contract \$52k
Appeals Attorney FT - Salary	CD	\$ 73,000.00	Caseload	
Appeals Attorney FT - benefits	CD	\$ 30,000.00	Caseload	
Computer/Westlaw for Appeals	CD	\$ 3,000.00	Caseload	
PT Attorney - salary	CD	\$ 30,000.00	Caseload	
PT Attorney - benefits	CD	\$ 3,000.00	Caseload	
Zip Whip	CD	\$ 1,500.00	Caseload	
Confidential Secretary salary inc.	CD	\$ 4,000.00	Caseload	current salary \$36,400
Rent - Room 108	PD	\$ 8,925.00	Caseload	one year rent for additional space
Build out of Room 108	PD	\$ 13,270.00	Caseload	create office and conference room
New desks	PD	\$ 2,525.00	Caseload	2 new desks
Computer - Ann	PD	\$ 907.00	Caseload	purchased May 2018
CAP weekend coverage	PD	\$ 23,000.00	Caseload	\$400/weekend; \$200/holiday
3/4 to FT Attorney - salary	PD	\$ 12,675.00	Caseload	\$57,325 to \$70k
FT Attorney - benefits	PD	\$ 25,325.00	Caseload	PT benefits were \$7,733
Computer/CMS/Lexis for FT	PD	\$ 3,000.00	Caseload	
Salary Increase - PT (Marty)	PD	\$ 2,000.00	Caseload	\$28k to \$30k
Salary Increase - PT (Kelly)	PD	\$ 5,875.00	Caseload	current salary \$34,125
Salary Increase - Conf. Sec.	PD	\$ 3,000.00	Caseload	current salary \$46,650
Conference Room IT equipment	PD	\$ 600.00	Caseload	TV, DVD player, speakers
Data Officer/CAP Clerk Salary	PD	\$ 30,000.00	Caseload	
Data Officer Computer/CMS	PD	\$ 2,000.00	Caseload	
Training/Travel/Conf Budget Inc.	CD	\$ 5,000.00	Caseload	current budget \$
Training/Travel/Conf Budget Inc.	PD	\$ 5,000.00	Caseload	current budget \$25,000
Professional Services Fund	ACP	\$ 20,000.00	QI	
Professional Services Fund Inc	CD	\$ 10,000.00	QI	current budget \$10,000
Professional Services Fund Inc	PD	\$ 10,000.00	QI	current budget \$11,000
CAP Clerk(s)	PD	\$ 33,785.00	CAFA	
On Call Phones	PD	\$ 1,500.00	CAFA	
Budget - Caseload		\$ 315,602.00	\$ 315,602.00	
Budget - CAFA		\$ 35,285.00	\$ 35,285.00	
Budget - Quality Improvement		\$ 40,000.00	\$ 40,000.00	
Total Budget		\$ 390,887.00		