

**WAYS & MEANS COMMITTEE MEETING MINUTES
MONDAY, JANUARY 23, 2017
1:30 P.M.**

PRESENT: D. Pangrazio, D. Mahus, D. Fanaro, D. Knapp, W. Wadsworth, E. Gott, D. LeFeber, P. Yendell, B. Donohue, I. Coyle, H. Grant

PERSONNEL ISSUES – TISH LYNN

CONFLICT DEFENDER – HAYDEN DADD

AMENDING THE 2017 DEPARTMENT HEAD SALARY SCHEDULE: CONFLICT DEFENDER

RESOLVED, that the 2017 Department Head Salary Schedule is amended as follows:

Conflict Defender

- Appoint Althea D. Merryman, 5660 Big Tree Road, Lakeville, NY 14480 to the position of full-time Confidential Secretary to the Conflict Defender effective February 1, 2017 at an hourly rate of \$20.00.
- Appoint Heidi W. Feinberg, 445 Mendon Ionia Road, Honeoye Falls, NY 14472 to the position of full-time Assistant Conflict Defender effective February 6, 2017 at an annual salary of \$73,000.00.

Mr. Dadd reviewed the qualifications for the new appointments for his office.

Motion: Mr. Gott moved and Mr. Fanaro to approve the foregoing resolution Carried.

GRANTS & PUBLIC INFORMATION – HEATHER GRANT

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 GRANTS & PUBLIC INFORMATION DEPARTMENT: THOMA DEVELOPMENT CONSULTANTS

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contracts for the Livingston County Grants & Public Information 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>
Thoma Development Consultants	1/1/17-12/31/17	Per hourly rates

34 Tompkins Street

Cortland, NY 13045

For: Grant writing assistance as needed

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
LC Budget	100%	Yes

Director's Comments:

Thoma's assistance was used sparingly in 2016: they worked on one grant for the Village of Dansville for the CDBG HOME program (still pending) and they were used for assistance with re-applications on a couple grants for historical information purposes.

Mrs. Grant explained that the cost did increase slightly this year. There was limited use last year and she expects that to be the same for this year.

Motion: Mr. LeFeber moved and Mr. Knapp seconded to approve the foregoing resolution Carried.

Pre-approved Informational Item(s) To Be Reported

1. 2016 year in review for Grants and Public Information Department – The Grants office helped raise +\$250,000 and there are still some large grants that we are waiting to hear back from. Mrs. Grant updated the committee on the grants she is currently working on and those grants there were not funded. She is working on a website refresh process with a committee of six over the next few months. Social media increased significantly over the last year.
2. Goals for 2017 – Mrs. Grant is looking at increasing applications for county wide grants and to increase successful applications through the CFA program. Working with the Ferguson Group should be pretty

exciting. Another goal is to do more press releases and to try to implement video streaming on the newly designed website. There is a committee working on the public market feasibility study. We received the grant to do the study and the RFQ has been sent out and is due back at the end of the month. There are at least five vendors interested to date.

Informational Item(s) Written Only

1. Currently working on Urban Forestry Grants for Villages of Avon and Caledonia: 1/4- met with Tree Board Rep from Village of Cal.; 1/5- met with Village of Avon regarding their app; 1/18- second meeting with Village of Avon.
2. 1/5- meeting with Project People (Public Market Feasibility Study) steering committee to work on kicking off this project
3. On January 10th I met with the executive staff of Department of Social Services to talk to them about my position here at the county and what I could do for their department in regards to social media and website.
4. Conference call with website committee and Civic Plus on 1/19 regarding the upgrade to the website.

COUNTY ATTORNEY – DAVID MORRIS (Attachment)

Action Item(s) To Be Reported

1. AIRBNB VOLUNTARY COLLECTION AGREEMENT-The County Attorney explained that this will authorize us to enter into an agreement for Airbnb to voluntarily collect our occupancy tax on individuals who rent their rooms through Airbnb. This is a voluntary agreement. We are acknowledging in the agreement that Airbnb is not personally responsible for the tax and if they don't collect it, we really don't have any remedy to go after them because they are not the actual tax payer. Airbnb will, to the extent that they can, collect the taxes. There was discussion on how often transfers will be made to the County. Mr. Coyle explained that, while Airbnb is a major player in this type of market place but there are a couple more up and comers. It makes sense to contact their legal departments and have similar collection agreements.

Motion: Mr. Wadsworth moved and Mr. Mahus seconded to approve the foregoing resolution Carried.

REAL PROPERTY TAX SERVICES – DAN PANGRAZIO

Action Item(s) To Be Reported

1. CORRECTING TAX ROLL-TOWNS OF LIVONIA AND SPARTA

WHEREAS, the Director of Real Property Tax Services has transmitted a written report of his investigation and recommendation with regard to three (3 parcels) applications for correction of the tax roll, pursuant to the Real Property Tax Law, as prepared for the Towns of Livonia and Sparta on the tax rolls for the years hereinafter set forth, and

WHEREAS, said parcels were incorrectly assessed and/or taxed for reasons set forth in the applications for correction requested from the Director of Real Property Tax Services attached hereto, now, therefore, be it

RESOLVED, that the Director of Real Property Tax Services is authorized and directed to forward a copy of this resolution to the officer(s) having jurisdiction of the tax roll so that the roll can be corrected; and a notice of approval to the applicant(s), and be it further

RESOLVED, that the County Treasurer and/or Town Tax Collector is hereby authorized to make the tax roll corrections and forward the corrected tax bill. The County Treasurer is authorized to issue refunds and/or make the appropriate chargebacks as hereinafter set forth for the application(s).

Year, Municipality Owner(s) Parcel	Taxing Jurisdiction	Original Tax Bill	Corrected Tax Bill	Refund to Owner	Chargebacks to Taxing Jurisdictions
1. 2017 Livonia	Livingston County	\$61.75	\$0.00	\$0.00	\$61.75
Village of Livonia	Livonia Town Tax	\$26.92	\$0.00	\$0.00	\$26.92
Tax Map Number	Livonia School Relevy	\$199.19	\$0.00	\$0.00	\$199.19
75.9-2-1	Livonia Village Relevy	\$74.13	\$0.00	\$0.00	\$74.13
	Livonia Fire 3	<u>\$9.81</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$9.81</u>

	Total	<u>\$371.80</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$371.80</u>
2. 2017 Livonia	Livingston County	\$0.00	\$0.00	\$0.00	\$0.00
Liv.Co. Water and Sewer Authority	Livonia Town Tax	\$0.00	\$0.00	\$0.00	\$0.00
Tax Map Number 74.-1-5.215	Co.Wtr. Dist. #1 Zone 4	<u>\$10.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$10.00</u>
	Total	<u>\$10.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$10.00</u>
3. 2017 Sparta	Livingston County	\$14.47	\$14.47	\$0.00	\$0.00
Schunk, Mark W.	Sparta Town Tax	\$11.61	\$11.61	\$0.00	\$0.00
Schunk, Robin L.	Sparta Fire/Ambulance	\$1.50	\$1.50	\$0.00	\$0.00
Tax Map Number 137.9-1-3	Sparta Light 1	\$0.69	\$0.69	\$0.00	\$0.00
	Unpd LCWSA WtrW14	\$257.40	\$0.00	\$0.00	\$257.40
	Cty Wtr 1 Ext1 Z5 Vac	<u>\$10.00</u>	<u>\$10.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
	Total	<u>\$295.67</u>	<u>\$38.27</u>	<u>\$0.00</u>	<u>\$257.40</u>

Director's Comments:

I am requesting authorization to correct the 2017 Town and County Tax Rolls for the Towns of Livonia and Sparta.

Parcel 75.9-2-1, Town of Livonia, should have been coded as wholly exempt from taxation on the assessment roll prior to the 2016 Village of Livonia taxes, 2016-2017 Livonia School taxes and the 2017 Livonia Town and County taxes. The \$371.80 charge shown on the 2017 Livonia Town and County Tax Roll, which includes the relevy of unpaid village and school taxes, should be voided and the total taxes for this parcel should be corrected to \$0.00

Parcel 74.-1-5.215, Town of Livonia, which is owned by the Livingston County Water and Sewer Authority, should not have had a unit charge for County Water District No. 1. The \$10.00 charge shown on the 2017 Livonia Town and County Tax Roll should be voided and the total taxes for this parcel should be corrected to \$0.00.

Parcel 137.9-1-3, Town of Sparta, was incorrectly coded with a water relevy charge in the amount of \$257.40 on the 2017 Sparta Town and County Tax Roll. This charge should be voided and a new tax bill in the amount of \$38.27 should be issued.

Mr. Pangrazio reviewed the corrections for approval.

Motion: Mr. Knapp moved and Mr. Fanaro seconded to approve the foregoing resolution.....Carried.

COUNTY ADMINISTRATOR – IAN COYLE

Action Item(s) To Be Reported

1. APPROVING ABSTRACT OF CLAIMS #1B-JANUARY 25, 2017

Motion: Mr. LeFeber moved and Mr. Gott seconded to approve the foregoing resolution..... Carried.

2. AMENDING 2017 LIVINGSTON COUNTY BUDGET – DEPARTMENT OF HEALTH

RESOLVED, that the 2017 Department of Health Budget be amended as follows:

Account	Dept.	Code	Description	Amount
Increase Revenue	A4110	2705	Donations	\$3,500.00
			TOTAL	\$3,500.00
Increase Appropriation	A4110	4060	Office Supplies	\$350.00
		4200	Advertising	\$3,150.00
			TOTAL	\$3,500.00

This amendment reflects donations for the Main Street Goes Blue program.

Motion: Mr. Gott moved and Mr. Mahus seconded to approve the foregoing resolution..... Carried.

5. ESTABLISHING PETTY CASH AMOUNT FOR THE YEAR 2017 – CENTRAL SERVICES

RESOLVED, that the following petty cash amount and designees be established for the year 2017:

<u>Department</u>	<u>Custodian</u>	<u>Amount</u>
Central Services	Sally MacIntyre	\$150.00

Mr. Coyle explains that Central Services was overlooked when we did the annual resolution at the last board meeting.

Motion: Mr. Gott moved and Mr. Wadsworth seconded to approve the foregoing resolution ... Carried.

6. ADOPTING 2017 OFFICIAL LIST OF COUNTY OFFICIALS REQUIRED TO FILE AN ANNUAL STATEMENT OF FINANCIAL DISCLOSURE UNDER SECTION 2F OF LOCAL LAW NO. 4 OF THE YEAR 1990

WHEREAS, the Ethics Board of Livingston County has recommended to the Chairman of the Board of Supervisors the 2017 Official List of County Officials required to file an annual statement of financial disclosure, it is hereby

RESOLVED, that the Livingston County Board of Supervisors adopts the following list which constitutes the 2016 Official List of County Officials required to file an annual statement of financial disclosure pursuant to the provisions of the Local Law No. 4 of the year 1990.

The County Administrator explained that this is an annual resolution. Of particular note this year, the Governor in the State of the State put forth a proposal for a new mandate that would mandate county administrators, Chairs of the Board and any county elected official make \$50,000 or more has to file another financial disclosure statement to the state.

Motion: Mr. Fanaro moved and Mr. Gott seconded to approve the foregoing resolution Carried.

Pre-approved Informational Item(s) To Be Reported

1. State Budget Impact-The Executive 2017-18 State Budget Proposal County Impact Summary from NYSAC was distributed for review and discussion. Mr. Coyle reviewed the highlights pertinent to the County.
2. Federal Legislative Agenda & Update on the TFG Contract – We had our first conference call with the Ferguson Group on where we are looking for funding. Two major areas are the EOC/Ambulance expansion project and the justice grants for transition trainings. Mr. Coyle is presenting at a conference in Washington DC soon and Ferguson is setting up appointments while he is there.
3. State Legislative Agenda – Any positions that the County is going to take are predicated on the budget impact summary and the State of the State. Mr. Coyle reviewed the specific funding areas for the County.
4. Strategic Planning – Mr. Coyle will be reviewing the plan at the Department Head meeting this week.

Chairman Gott updated the Committee on the Albany visits he made last week with Mr. Yendell to Assemblyman Errigo’s office.

EXECUTIVE SESSION

Motion made by Mr. LeFeber and seconded by Mr. Gott that the Board adjourn and reconvene and All Supervisors and County Administrator Ian M. Coyle remain present. Carried.

Mr. LeFeber moved and Mr. Gott seconded that the Committee reconvened in regular session. The following report was presented.

No action taken.

ADJOURNMENT

Mr. Wadsworth moved and Mr. Fanaro seconded to adjourn the meeting at 2:23 p.m.

Respectfully submitted,

Michele R. Rees, IIMC-CMC
Clerk of the Board