

**WAYS & MEANS COMMITTEE MEETING MINUTES
MONDAY, APRIL 23, 2018
1:30 P.M.**

PRESENT: D. Pangrazio, D. Knapp, D. Fanaro, E. Gott, D. Mahus, B. Donohue, M. Falk, J. Deming, I. Coyle, H. Grant, S. Hillier, D. Higgins, A. Davies, J. Williams – Genesee Sun
 ABSENT: W. Wadsworth, D. LeFeber,

Ways & Means Chair Dan Pangrazio asked North Dansville Supervisor Dennis Mahus to lead the Pledge of Allegiance.

HIGHWAY DEPARTMENT – DON HIGGINS

1. AWARDING BID AND AUTHORIZING CONSTRUCTION CONTRACT FOR BRIDGE REHABILITATION PROJECT, DEGROFF ROAD (CR-77) OVER KESHEQUA CREEK, NYSDOT PIN 4BNY06, TOWN OF NUNDA, FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT – ECONOMY PAVING CO., INC.

WHEREAS, after the proper legal advertisement seeking bids for the construction phase of the DeGroff Road Bridge Rehabilitation Project, five (5) bids were received and opened on April 10, 2018, 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>
Economy Paving Company, Inc. 1819 State Route 13 Cortland, N.Y. 13045	4/25/2018- 12/31/2018	\$545,417.71

For: Construction Phase, Bridge-NY Bridge Rehabilitation Project, PIN 4BNY06, DeGroff Road (CR-77) over Keshequa Creek, Town of Nunda.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
NYS Bridge-NY Program & Liv. Co. Hwy. Appropriations	5%	Yes XX No

Director's Comments: Five (5) Bids received, ranging from \$545,417 – \$711,010. Consultant Hunt Engineering has reviewed all bids, and recommends award to low bid of Economy Paving Co., Inc.

Mr. Higgins reviewed the bid opening and the engineering firm recommendation. This is a federal aid project.

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

COUNTY TREASURER – AMY DAVIES

Pre-approved Informational Item(s) To Be Reported

1. Tax Foreclosure Update – Mrs. Davies reviewed the current foreclosure parcel list for discussion on some properties listed. It is important to get any parcel information to the County Attorney if a problem is anticipated.

Ms. Davies reported that the recent auditor visit went very well.

COUNTY ADMINISTRATOR – IAN COYLE

Action Item(s) To Be Reported

1. **APPROVING ABSTRACT OF CLAIMS #4B-APRIL 25, 2018**

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

2. **AMENDING 2018 LIVINGSTON COUNTY BUDGET – HIGHWAY & SHERIFF**

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.

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

3. APPOINTING RECORDS MANAGEMENT OFFICER – IAN M. COYLE

WHEREAS, the Livingston County Board of Supervisors formally transferred the functions of the Livingston County Records Management Department to the Livingston County Information and Technology Services Department on February 14, 2018, pursuant to Resolution No. 2018-53; and

WHEREAS, the Chairman of the Livingston County Board of Supervisors has recommended the appointment of a Records Management Officer pursuant to his powers and duties as specified in Section 57.19 of the Arts and Cultural Affairs Law; now, therefore, be it

RESOLVED, that Ian M. Coyle is hereby appointed to the position of Records Management Officer.

Mr. Coyle explained that we are required to appoint an RMO (Records Management Officer).

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

Pre-approved Informational Item(s) To Be Reported

1. Compensation Study & Management-Mr. Coyle explained that it has been a while since a salary survey has been done on the ~115 positions not covered under a union contract on the salary schedule. Mr. Coyle is getting pricing from the Burke Group in Avon. This issue has come up periodically in discussions recently, specifically on attorney salaries. Mr. Coyle will be moving forward on this in preparation of the 2019 budget process.

2. Finance & Administration Update-Mr. Coyle reviewed the property tax cap inflation factor sheet from NYSAC. It is not really a 2% tax cap. Each municipality will need to enter their specifics to get a true rate. Mr. Coyle explained that NYSAC produced a taxation report on the state budget. Another report was issued by the Empire Center on median and effective tax rates throughout NYS. The Opportunity Zones were announced in the budget. Livingston received one designation in Mt. Morris. There was discussion on the intent of the law. Kircher was the low bid for the insurance claim rehabilitation at the Government Center. Senator Schumer is visiting a farm in Avon today. Mr. Coyle reviewed The Ferguson Group (TFG) quarterly report. There has been a lot of activity and assistance around grants.

3. Deputy County Administrator Update

EXECUTIVE SESSION

Motion made by Mr. Gott and seconded by Mr. Fanaro that the Board adjourn and reconvene and All Supervisors, County Administrator, County Attorney, Clerk of the Board and the Highway Superintendent remain present. Carried.

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

No action taken.

ADJOURNMENT

Mr. Knapp moved and Mr. Mahus seconded to adjourn the meeting at 2:30 p.m.

GRANTS & PUBLIC INFORMATION – HEATHER GRANT

Informational Item(s) Written Only

Website and Social

- Videos from Office of the Aging were posted showcasing the Tai Chi program
- New website is working well- minimal problems and most can be resolved with help desk through Civic Plus
- Up to 1854 (154 more than last report) Likes on Facebook- continuing to grow network on social
- Jobs posted to Indeed, Facebook and Linked In for CNR, Admin
- PR's regularly posted to news flash section of website

Grant submissions since last report:

Program	Funding Source	Applicant	Request	Amount	Status
Brownfield Grant Program	EPA	County	11/16/2017	\$300,000	pending
Upstate Revitalization Initiative	FLREDC	County	12/7/2017	\$2,000,000	pending
Restore NY	NY ESDC	V of Mt. Morris	12/15/2017	\$126,675	0
Restore NY	NY ESDC	T of Livonia	12/15/2017	\$297,000	0
LGRMIF Grant	NYSED- Archives	Veterans Services	1/16/2018	\$15,498	pending
Ralph Wilson Foundation Grant	RACF	Youth Bureau	1/19/2018	\$25,000	pending
Rails Trails Grant	Doppelt Family Fund	County	1/31/2018	\$20,000	pending
Assistance to Firefighters	FEMA	Village of Avon	1/31/2018	\$51,129.00	pending
Meet Me at the Park	NRPA and Disney Play Spaces	County	3/1/2018	\$30,000	pending
Clean Energies Grant	NYSERDA	Town of Avon	3/19/2018	\$50,000	pending
Clean Energies Grant	NYSERDA	Village of Livonia	3/29/2018	50,000	pending
BridgeNY	NYS DOT	Town/ Vill Avon	4/16/2018	\$433,295	pending

Upcoming Grant Deadlines

- NY SEA GRANT- 5/1
- Preservation Assistance (federal)- 5/1
- Farmers Market Promotion Program (federal)- 5/7
- US Forestry (federal)- 5/11
- CFA 2019 will be announced soon

Other

Jan-March 2018:

- Began working with Rural Impact Community Challenge Coach- on the team: Angela Ellis, Ryan Snyder, Bill Bacon, Jen Rodriguez and Ian Coyle. This technical assistance program was awarded to the County through a program offered by NACO & the Robert Wood Johnson Foundation. We will be coached on how to use our County Health Rankings to better inform our work around the County.
- Held several debrief meetings on various grants that were denied funding in order to improve on the next round of applications.
- Participated on the scoring sessions for the Downtown Main Street Grant Program (Avon/ Leicester)
- Participated at the Eco. Dev. Downtown County Wide Session
- Bridge NY Grant meeting in Henrietta
- Several meetings with Town of Avon and Village of Livonia for Clean Energies Grant Program
- Grant award meeting with the Town of Portage for their Historic Preservation Grant to review requirements of the grant project with the Rep. from Office of Parks, Rec and Hist. Pres.
- Regularly attended monthly Development Review Committee meetings
- Acted as PIO for the latest DOH drill- updating social media as needed
- Meeting with EPA rep regarding Brownfields program/ grant update
- Regular conference calls with TFG regarding federal funding
- Attended latest FLREDC meeting for updates on CFA
- Attended USDA/ SBA workshop in Dansville
- Managing social media and website for County Wide Community Clean Up Day
- Attended Federal Funding session in Albany (April)

Respectfully submitted,

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