

PUBLIC SERVICES COMMITTEE MEETING MINUTES
WEDNESDAY, JUNE 6, 2018
9:00 A.M.

PRESENT: G. Deming, C. DiPasquale, B. Carman, S. Erdle, M. Schuster, D. LeFeber, D. Mahus, B. Donohue, M. Falk, I. Coyle, H. Grant, S. Hillier

Public Services Chair and York Supervisor Jerry Deming led the Pledge of Allegiance.

COUNTY HISTORIAN – AMIE ALDEN

Action Item(s) To Be Reported

1. DEPUTY HISTORIAN FULL TIME POSITION DISCUSSION – Mrs. Alden reviewed how the office duties have expanded over the last few years. The Deputy now manages the archive collection. Mrs. Alden also reviewed the duties that the Deputy Historian regularly handles so that the County Historian can focus on research, writing and exhibits. Mrs. Alden would like this full time for things like working on the historical documents currently stored in records management and how this would be a large role that the Deputy Historian could participate in compiling those documents permanently. The County Administrator reviewed the carryover from the last Committee meeting where Mrs. Alden presented her request to convert the Deputy Historian position to a full time position. We are also gearing up for the Bicentennial Celebration. Today’s discussion is to receive approval to move toward looking at the budget and job duties statement. The budgetary impact would be ~\$25,000. Mr. Coyle feels that there may be an opportunity for a shared services option. Mrs. Alden reviewed current hours and public accessibility of records. There are up to 25,000 photographs that are mostly digitized now. There was discussion by the Committee members supporting this change. Mr. Deming requested that Mrs. Alden discuss the duties and budget with the County Administrator in order to proceed. There are only four counties with a full time Deputy Historian. Of those four counties, Livingston has the strongest online presence.

Informational Item(s) Written Only

Office updates: May

Meetings / events

May 1st – Hosted a Documentary Heritage Program all-day workshop entitled “Red Flag! Identifying Preservation Needs While Processing Collections” for historians, librarians, and others involved in managing historical archives, at the Emergency Management Center.

May 2nd – Public Services Committee meeting

May 2nd – Met with Sarah Durling, NYS Archives Regional Advisory Officer, to discuss possible grant project for historian’s and records management archives.

May 8th – Attended the NYS Historical Records Advisory Board meeting at the Cultural Education Center in Albany.

May 14th – met with Karriann Edwards to discuss preservation and accessibility of historical archives stored at Records Management

May 21st – filmed an interview with Josh Williams at the Genesee Sun for Sunday Cup of Coffee series.

New projects:

- Submitted an application to the Pomeroy Foundation for a historic marker in honor of two Livingston County women involved in the NYS Suffrage movement – Received approval of funding; installation and dedication ceremony planned for later this year.
- Timeline exhibit on the history of Murray Hill for the Auditorium dedication in June
- Exhibit on Livingston County Women in the Suffrage Movement for the Gov’t Center in September
- Working on layout design for a new county history brochure
- Working on a new audio tour entitled “Saints and Sinners: County Cemeteries Heritage Trail”

HIGHWAY- JASON WOLFANGER

Action Item(s) To Be Reported

1. AUTHORIZING A PROFESSIONAL SERVICES CONTRACT FOR THE WADSWORTH POND DAM SAFETY PROGRAM – BERGMANN ASSOCIATES

WHEREAS, Livingston County Bridge No. 1 (BIN 3316150), Littleville Road over Conesus Creek, Town of Avon is constructed on top of the Wadsworth Pond Dam, and Livingston County has responsibility for said Dam, and

WHEREAS, Livingston County BOS Resolutions No. 2017-232 & 2017-354 provided for a contract with C&S Companies, a portion of which was to cover the services of sub-consultant Bergmann Associates to perform initial Professional Engineering services relating to NYSDEC Dam Safety Program requirements, and

WHEREAS, completion of professional engineering services by Bergmann to fulfill said NYSDEC requirements is now necessary, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract, which is determined to be the most qualified to provide said services, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Bergmann Associates Architects, Engineers, Landscape Architects and Surveyors, D.P.C	6/13/18-12/31/19	\$25,000.00

280 East Broad Street
Suite 200
Rochester, NY 14604

For: Professional Engineering Services to complete NYSDEC Dam Safety Program requirements.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
2018 Livingston County Highway Appropriations	100 %	Yes X No

Director’s Comments: The Littleville Road Bridge over Conesus Creek in the Town of Avon was constructed on top of the Wadsworth Dam in the 1930s. In anticipation of this construction, the Livingston County BOS approved an Agreement in 1933 which made the County Highway Department responsible for the maintenance and repair of the dam. As part of the NYSDEC Dam Safety Program, the County is responsible for implementing an Inspection & Maintenance (I&M) Plan, an Emergency Action Plan (EAP), and an Engineering Assessment performed by a NYS Professional Engineer. This bridge is part of an existing Federal/State Aid Preventive Maintenance Project, and project consultant C & S Companies utilized experienced sub-consultant Bergmann Associates to perform an initial portion of the required work. (These initial professional services were approved by NYSDOT for Federal Aid funding.)

Mr. Wolfanger explained that this contract is a part b to when Bergmann was on location before recognizing the dam safety requirements and now acting on those requirements.

Motion: Mr. Carman moved and Mrs. Erdle seconded to approve the foregoing resolution.....Carried.

2. AUTHORIZING THE PURCHASE OF A COMMERCIAL MOWING UNIT THROUGH NYS OGS CONTRACT FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT - DEERE & COMPANY

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract, which is hereby accepted through NYS OGS Landscaping Grounds Contract PC66663, for the Livingston County Department of Highways, 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>
Deere & Company	N/A	\$53,574.29

2000 John Deere Run
Cary, NC 27513

For: Purchase of one (1) new, John Deere 1600 Turbo Series-III Commercial Wide-Area (12-ft.) Mower with 4-Post ROPS Canopy. Not to exceed the amount indicated.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
2018 Liv. Co. Highway Machinery Fund Appropriations	100%	Yes X No

Director's Comments: This proposed purchase will allow the Department to more efficiently maintain the significantly large mowed areas at Hampton Corners. It will also take the strain off the 1987 Ford tractor with 6-ft. mower.

Mr. Wolfanger reviewed the current mowers and the difficulty this year in utilizing jail trustees and summer workers for mowing. The old mowers will be kept for plowing. There was discussion on the wing usage.

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

3. AWARDING BID AND AUTHORIZING A CONSTRUCTION CONTRACT FOR BRIDGE REPLACEMENT PROJECT, APPLINVILLE (AKA EVERMAN) ROAD OVER CANASERAGA CREEK, FEDERAL/STATE-AID PIN 476086, TOWNS OF SPARTA & WEST SPARTA, FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT – RAMSEY CONSTRUCTORS, INC.

WHEREAS, after the proper legal advertisement seeking bids for the construction phase of the Federal/State-Aid Bridge Replacement Project, Applinville (AKA Everman) Road over Canaseraga Creek, three (3) bids were received and opened on May 31, 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>
Ramsey Constructors, Inc.	6/13/18- 12/31/19	Not to exceed \$2,041,650.55

5711 Gateway Park
Lakeville, NY 14480

For: Construction Phase, Federal/State-Aid Bridge Replacement Project, PIN 476086, Applinville (AKA Everman) Road over Canaseraga Creek, Towns of Sparta & West Sparta. Proposed Bid Award is for entire Project scope, including Base Bid and 3 Add Alternate Bids. (The two other bids were: Cold Spring Construction - \$2,339,241 and C.P. Ward - \$3,116,851.) Not to exceed the amount indicated above.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Federal Hwy. Admin., NYS Marchiselli Funding, Liv. Co.	31.9%	Yes X No
Highway Dept. H5117 Bridge Capital Account	\$651,650.55	

Director's Comments: This Project Bid included a Base Bid and 3 Add Alternate Bids as follows:

- Base Bid: Construction of new bridge and 200-ft. new roadway to connect to Rt. 63.
- Add Alt. #1: Construction of 700-ft. new roadway from new bridge to connect to Applinville Rd.
- Add Alt. #2: Construction work on existing truss bridge to raise both abutments approx. 5-ft.
- Add Alt. #3: Sandblasting and painting the existing truss bridge.

(As a reminder, preservation of the Historic Truss Bridge is a condition/requirement of the Project.)

The County Superintendent recommends award for the entire project (Base Bid + Add Alternates #1-3.) This involves a substantial County share, but alleviates the County Highway Dept., from the time commitment and wear and tear on County equipment/vehicles. The County share will come from the Department's H5117 Bridge Capital Account, which was established to supplement Federal-Aid Bridge Projects.

Mr. Wolfanger reviewed the contract for approval. There was discussion on the historical costs estimates and where the bids came in. There was discussion on improving the site visibility for public safety. Ramsey does excellent work and will do a very good job here. This is a historical bridge, but we will not be able to use it.

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

4. AWARDING BID AND AUTHORIZING A CONSTRUCTION CONTRACT FOR BRIDGE REPLACEMENT PROJECT, PAPERMILL ROAD OVER CONESUS OUTLET, TOWN OF AVON, BRIDGE-NY PIN 4LV001, FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT – C.P. WARD, INC.

WHEREAS, after the proper legal advertisement seeking bids for the construction phase of the Bridge-NY Bridge Replacement Project, Papermill Road over Conesus Outlet four (4) bids were received and opened on May 31, 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>
C.P. Ward, Inc.	6/13/18- 12/31/19	Not to exceed \$823,196.75
100 West River Road		
PO Box 900		
Scottsville, NY 14546		

For: Construction Phase, NYS Bridge-NY Bridge Replacement Project, PIN 4LV001, Papermill Road over Conesus Outlet, Town of Avon

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Bridge-NY Program funding; Liv. Co. Highway Dept. Appropriations	TBD	Yes XX No

Director's Comments: Four bids were received ranging up to \$949,900.

Mr. Wolfanger reviewed the contract and explained that there were some issues due to the old mill. Mr. LeFeber described the design and that presentations were made to the town.

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

5. AUTHORIZING A SUPPLEMENTAL PROFESSIONAL SERVICES CONTRACT FOR CONSTRUCTION INSPECTION SERVICES: BRIDGE-NY BRIDGE REPLACEMENT PROJECT, PIN 4LV001, PAPERMILL ROAD OVER CONESUS CREEK, TOWN OF AVON- BARTON & LOGUIDICE, DPC

WHEREAS, Livingston County Resolution No. 2017-166 authorized a professional services contract with Barton & Loguidice, DPC for Engineering and Design Services for the above-named project, and said Resolution provided for a subsequent Supplemental Contract for Construction Inspection services to be negotiated at a later date, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following supplemental contract, which is determined to be the most qualified to provide said services, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Barton & Loguidice, DPC	6/13/18 – 12/31/19	\$123,000.00
443 Electronics Parkway		
Liverpool, NY 13088		

For: Supplemental Contract for Construction Inspection services for the above-named project.

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

Mr. Wolfanger reviewed the contract for approval.

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

6. AUTHORIZING A SUPPLEMENTAL PROFESSIONAL SERVICES CONTRACT FOR CONSTRUCTION INSPECTION SERVICES: FEDERAL/STATE-AID BRIDGE REPLACEMENT PROJECT, PIN 476086, APPLINVILLE (AKA EVERMAN) ROAD OVER CANASERAGA CREEK, TOWNS OF SPARTA/WEST SPARTA – LU ENGINEERS

WHEREAS, Livingston County Resolution No. 2015-20 authorized a professional services contract with Lu Engineers for engineering and design services for the above-named project, and said Resolution provided for a subsequent Supplemental Contract for Construction Inspection services to be negotiated at a later date, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following supplemental contract, which is determined to be the most qualified to provide said services, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Lu Engineers	6/13/18 – 6/31/20	\$223,000.00

175 Sullys Trail, Suite 202
 Pittsford, NY 14534

For: Supplemental Contract for Construction Inspection services for the above-named project.

<u>Funding Source</u>	<u>Local Share</u>	<u>Budgeted?</u>
Federal Highway Administration, NYS Marchiselli Funding & Liv. Co. Hwy. Dept. H5117 Bridge Capital Account	34% -\$76,000.00	Yes X No

Director's Comments: NYSDOT has reviewed and approved the proposed costs.

Mr. Wolfanger reviewed the contract.

Motion: Mrs. Erdle moved and Mr. Schuster seconded to approve the foregoing resolution Carried.

7. AUTHORIZING LIVINGSTON COUNTY TO PURCHASE PAVEMENT MARKING SERVICES THROUGH A CONTRACT AWARDED BY GENESEE COUNTY FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT – SENECA PAVEMENT MARKING, INC.

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 Genesee County Bid #2018-173, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Seneca Pavement Marking, Inc. 23 Hunters Run Horseheads, NY 14845	6/13/18-5/31/19	Centerline (Yellow) per CL mile: \$284.00 Edgeline (White) per CL mile: \$280.00 Railroad markings-Each \$500.00

For: Waterborne Paint Pavement Marking - Centerline (Yellow) per CL mile: \$284.00

For: Waterborne Paint Pavement Marking - Edgeline (White) per CL mile: \$280.00

For: Waterborne Paint Railroad Marking – Each: \$500.00

<u>Funding Source</u>	<u>Local Share</u>	<u>Budgeted?</u>
2018 Livingston County Highway Budget Appropriations	100%	Yes XX No

Director's Comments: Compared to 2017 bid prices: Yellow Centerline is 4% lower;
 White Edgeline is 1.5% higher

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

Informational Item(s) Written Only

1. Thanks to our continued excellent relationship with NYSDOT, Genesee Transportation Committee and fellow County Highway Superintendents in the Region, additional Federal funding has been secured for the Rix Hill Road Bridge Project. This project was intended to be a major rehabilitation, but the Scoping process has determined that it must be a full replacement. Additional Federal funding in the amount of \$446,867 has been approved.
2. The County Highway Department “2018 Projected Project” list will be distributed at a later date.

EMERGENCY MEDICAL SERVICES – IAN COYLE

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 EMERGENCY MEDICAL SERVICES DEPARTMENT: NEW YORK STATE DEPARTMENT OF CORRECTIONS AND COMMUNITY SUPERVISION & 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 Emergency Medical Services 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>
New York State Department of Corrections and Community Supervision	Effective 1/1/2018	Per fee schedule

The Harriman State Campus – Building 2

1220 Washington Avenue

Albany, New York 12226-2050

For: EMS Services to Groveland and Livingston Correctional Facilities

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

Director's Comments:

LCEMS already provides coverage for both facilities.

University of Rochester

7/1/18-6/30/19

\$40,000.00

601 Elmwood Avenue

Box 655

Rochester, New York 14642

For: EMS Medical Director for Livingston County EMS Programs

<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 6/30/2018.

Mr. Coyle reviewed the contracts for approval. We have been servicing the prison for the last five months. The County Attorney is negotiating the reimbursement rates. The UR contract is the renewal contract that has been in place for many years. Mr. DiPasquale explained that the Town of Mt. Morris did sign a contract with the prison and have been in operation for nine months now. The County will contact the town to discuss their rates.

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

Informational Item(s) Written Only

- May 1, 2018 MVC response to York
- May 3, 2018 Monthly ALS Chief, EMS Captain, and Medical Director meetings.
- May 21, 2018 MLREMS Council meeting hosted @ EOC
- May 21, 2018 MVC response to Groveland
- May 22, 2018 MLREMS Systems Operations meeting
- May 23, 2018 Meeting with Livonia Ambulance District re: Mutual Aid Plan
- May 25, 2018 CPR Monitoring at DOH
- May 25, 2018 LCDOH DRT meeting

PLANNING – ANGELA ELLIS

Action Item(s) To Be Reported

1. APPOINTING MEMBER TO THE LIVINGSTON COUNTY ENVIRONMENTAL MANAGEMENT COUNCIL: DANA HENRY

RESOLVED, that the following member is hereby appointed to the Livingston Environmental Management Council for the term designated:

Name	Address	Title/Representing	Term
Dana Henry	9801 Denton Road Dansville, NY 14437	General Citizen	6/14/18-12/31/19

Director's Comments: Ms. Henry resides in the Town of Ossian and would like to become a member of the Environmental Management Council. Ms. Henry would be filling the last vacancy for General Citizen category of membership to the EMC.

There are five vacancies in the business/industry category. Dana Henry works in LC Environmental Health and a resident of Ossian. She has experience serving on ag, planning and zoning boards at the town level. Ms. Henry is also getting an education in business administration.

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

2. ADOPTING SEQR NEGATIVE DECLARATION FOR 2018-2019 NYS OFFICE OF PARKS, RECREATION AND HISTORIC PRESERVATION SNOWMOBILE TRAILS GRANT PROGRAM

WHEREAS, the Caledonia Trailblazers and the Hill and Valley Riders are seeking to utilize and maintain an approximately 61 mile snowmobile trail system; and

WHEREAS, Livingston County is applying to fund these proposed trails through the NYS Office of Parks, Recreation and Historic Preservation Snowmobile Grant-In-Aid and Trail Approval Program; and

WHEREAS, the maintenance activities and seasonal usage of the proposed trails will not significantly disturb the acreage along the trail route; and

WHEREAS, potential impacts on the environment have been identified and will not result in any large and important impacts; now therefore be it

RESOLVED, that the Livingston County Board of Supervisors, as Lead Agency, hereby classifies this project as an Unlisted Action pursuant to the State Environmental Quality Review Act; and be it further

RESOLVED, that the Livingston County Board of Supervisors does hereby determine that the proposed project will not have a significant effect on the environment, a draft Environmental Impact Statement will not be prepared, and the Livingston County Board of Supervisors does hereby adopt the Negative Declaration for the project and authorizes the Chairman to sign the Environmental Assessment Form prepared for the project and file it according to law.

Directors Comments: This resolution adopts a negative declaration for SEQR to apply to the 2018-2019 NYS Snowmobile Grant Program on behalf of the Caledonia Trailblazers and the Hill and Valley Riders. SEQR paperwork is attached to this report.

This is an annual resolution. Livingston County serves as a pass through for the funding. The state is working more and more directly with the clubs. There are no changes.

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

2. AUTHORIZING SUBMISSION OF TRAIL PLAN & TRAIL SYSTEM APPROVAL AND APPLICATION TO NEW YORK STATE OFFICE OF PARKS, RECREATION AND HISTORIC PRESERVATION FOR SNOWMOBILE TRAILS GRANT PROGRAMS

WHEREAS, the Caledonia Trailblazers and Hill and Valley Riders have requested that Livingston County apply on behalf of the Caledonia Trailblazers and the Hill and Valley Riders to the New York State Office of Parks, Recreation and Historic Preservation for a Snowmobile Trail Grant now therefore be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to submit a snowmobile trail plan and trail system to the New York State Office of Parks, Recreation and Historic Preservation, and any amendments hereto; and be it, further

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to submit an application to the New York State Office of Parks, Recreation and Historic Preservation for the Snowmobile Trails Grant Program.

Director Comments: This resolution authorizes application to the NYS Program on behalf of the Caledonia Trailblazers and the Hill and Valley Riders. Proposed 2018-2019 mileage is shown in the chart below. There is no change in mileage from last year's submission.

This resolution authorizes us to submit the plan to the state.

Motion: Mr. Mahus moved and Mrs. Erdle seconded to approve the foregoing resolutionCarried.

**Snowmobile Trail Mileage
Livingston County
Proposed 2018-2019 Mileage**

<u>Trail</u>	<u>17-18</u>	<u>18-19</u>	<u>Responsible Club</u>
C3	21 miles	21 miles	Caledonia Trailblazers
C4F	9 miles	9 miles	Caledonia Trailblazers

S30	11 miles	11 miles	Caledonia Trailblazers
S40	5 miles	5 miles	Caledonia Trailblazers
S48	5 miles	5 miles	Caledonia Trailblazers
S49	3 miles	3 miles	Hill & Valley Riders
C4	7 miles	7 miles	Hill & Valley Riders
Total	61 miles	61 miles	

3. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY PLANNING DEPARTMENT: CALEDONIA TRAILBLAZERS, HILL AND VALLEY RIDERS

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for the Livingston County Planning Department, and any future amendments to said contract, 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>
Caledonia Trailblazers P.O. Box 161 Caledonia, NY 14423 For: 2018-2019 NYS Snowmobile Grant Program	4/1/18 – 3/31/19	Per NYS Reimbursement Amount

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
New York State Office of Parks, Recreation and Historic Resources	0	Yes

Hill and Valley Riders P.O. Box 61 Honeoye, NY 14471 For: 2018-2019 NYS Snowmobile Grant Program	4/1/18 – 3/31/19	Per NYS Reimbursement Amount
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<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
New York State Office of Parks, Recreation and Historic Resources	0	Yes

Director's Comments:

This resolution authorizes the Planning Department to contract with Caledonia Trailblazers and Hill and Valley Riders for the pass-thru funds from the State. The Planning Department will help coordinate administrative activities with the State and both snowmobile clubs.

Motion: Mr. Carman moved and Mrs. Erdle seconded to approve the foregoing resolution.....Carried.

Informational Item(s) Written Only

LIVINGSTON COUNTY EMERGENCY COMMUNICATIONS UPGRADE PROJECT

Work continues on the following activities funded through SICG Round 4 – 1. New World System Upgrade (managed by the Sheriff's Office) is complete and the project has been closed out. 2. Phone system replacement project (being managed by the Sheriff's Office). The system has been installed and is up and running. We are working with Frontier on finalizing the final inventory and coordinating project closeout and final payment. 3. Construction is underway at the McFadden Trail Tower site. Cut-over is anticipated in mid-late June. 4. The Sheriff's Office continues working with C&S Engineers and Motorola on coverage plans and additional tower locations for continued improvement of interoperable communications with adjacent counties and in-county

radio gap coverage locations. 5. Two additional dispatch consoles have been ordered for the primary 911 Center.

CONESUS LAKE WATERSHED MANAGEMENT ACTIVITIES:

Wilkins Creek Stormwater Management Feasibility Study. The kick-off meeting was held on May 1, 2018. Barton & Loguidice has started data collection.

Vitale Park Green Infrastructure & Shoreline Habitat Restoration Project. There were no responses to the RFP that was issued for the project. We are looking at the upcoming Consolidated Funding Application (CFA) process for possible funding to assist with this project. (As a reminder: The grant award is for \$25,000. No in-kind match required. The project includes installing 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.)

Stormwater Management Tool Kit. Barton and Loguidice finalized work on the toolkit for addressing stormwater management concerns. The project includes recommendations and tools (factsheets, etc.) for improving coordination among local, state and federal agencies. The project includes a review of local regulations pertaining to stormwater management and provides development review flowcharts to assist municipalities when reviewing development applications relative to stormwater and flooding concerns. Planning staff is working on next steps for implementation.

Governor Cuomo's Initiative to Address Harmful Algal Blooms (HABS). The HABS Steering Committee provided NYS DEC with comment on the draft HABS Plan. The State plans on making funding for implementation available through the CFA process. The CLWC Tech Committee and partners have been reviewing the grant funding guidance document and plan. Discussion on possible funding applications will take place at the CLWC meeting on June 1, 2018.

Watershed Education Center at Vitale Park. A significant amount of staff time has been spent working with the Town of Livonia and a group of dedicated individuals and volunteers on development of a year-round environmental educational program at the new center to be opened this year. The most recent program held at Vitale Park was on "Flood Insurance: Why you need it. How you can pay less for it." The next workshop will be "Learn today's best practice for sediment and erosion control" held on May 30th, 6:30PM at Vitale Park.

TRANSPORTATION ADVISORY COMMITTEE:

Community Development Work Group

Hamlet of Greigsville Transportation Safety and Access Improvement Plan. The Plan was presented to the Genesee Transportation Council (GTC) Planning Committee meeting on May 10, 2018. The Plan was accepted for approval by the Planning Committee. The GTC Board will consider acceptance of the final Plan document on June 14.

Public Transportation Work Group

Mobility Management Website. The website is ready for public roll-out. We are working on the public information plan. The web address is www.ridelivingston.com.

Genesee Active Transportation Plan. We received the award letter letting us know that the project is being funded. The Scope of Work for the project was approved by the GTC Planning Committee on May 10th. The months of June and July will be dedicated to the consultant selection process. We anticipate having a consultant on board in Fall 2018.

AGRICULTURAL AND FARMLAND PROTECTION BOARD:

Local Municipal Agricultural and Farmland Enhancement and Protection Plans: Planning staff continues to provide support to the towns and their consultant teams in the development and approval of local plans – towns of Sparta, Mt. Morris, and Genesee. The Town of Ossian plan was approved by NYS Ag and Markets. The Town of Ossian also applied and was awarded funding to assist with updating its Zoning Law. Planning staff is assisting the Town with contract execution and consultant selection process.

ENVIRONMENTAL MANAGEMENT COUNCIL (EMC)

The EMC held a meeting on May 23, 2018, at which it heard presentation from students in Livonia High School's ESF-Global Environment Class on: Legacy phosphates in Wilkins Creek; The Impact of Roundup on

Stream Algae; The Impact of Sedimentation on Stream Macroinvertebrates, and: Tree Falls as Wildlife Corridors over Streams. The next EMC meeting will be the **Annual Letchworth State Park Tour – July 25, 2018, 6:30pm – 8:30pm.**

COUNTY PLANNING BOARD

LET’S Plan.

Two workshops were held in May in partnership with the Town of York. “NYSERDA Solar Technical Assistance and Resources for Municipalities” was held on May 7, 2018, at the York Central School.

“Guidelines and Considerations for Solar Siting on Agricultural Lands in NYS” was held on May 14, 2018, at York Central School. Both sessions were free and open to the public.

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.

OTHER:

Land Bank Initiative. Our office and the Land Bank Board of Directors continue working on organizational activities needed to get the Land Bank fully operational. We anticipate the State will be announcing an opportunity to apply for funding later this Fall.

2019-2023 Capital Improvement Program. The County Administrator’s Office and Planning Department staff are working on organizational activities for the next CIP process. ITS developed a new project submission form using Laserfiche.

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 July 11, 2018 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 grants in conjunction with capacity building and entrepreneurial assistance to support and foster the development of microbusinesses, and at least ten (10) 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.

Mr. Bacon reviewed the CFA grant fund applications are now opened and we will be applying for microenterprise funds. This is usually for small businesses funds; five employees or less.

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

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

WHEREAS, the New York State Office of Community Renewal (the “OCR”) has announced availability of funding under the NYS CDBG Microenterprise program to provide resources to support and foster the development of microbusinesses by providing grants in conjunction with capacity building and entrepreneurial assistance; and

WHEREAS, the Livingston County Development Corporation (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 deferred loans to microbusinesses; and

WHEREAS, the Project will result in substantial benefit to the County in the form of the creation or expansion of small businesses and the creation of jobs; and

WHEREAS, the County has held a public hearing on July 11, 2018 to obtain citizens' views regarding the CDBG program as administered by OCR, now therefore, be it

RESOLVED, that the Chairman is hereby authorized to submit a grant application on behalf of the County in an amount not to exceed \$200,000 to the OCR to support a Microenterprise Program, 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 Microenterprise Program.

THIS RESOLUTION WILL NOT BE PRESENTED TO THE BOARD OF SUPERVISORS UNTIL AFTER THE PUBLIC HEARING CLOSES ON JULY 11, 2018

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

Pre-approved Informational Item(s) To Be

1. **PUBLIC MARKET UPDATE** – Mr. Bacon introduced the new Public Market Manager Rob Vlosky, who has been working out of their office for the last couple of weeks. Rob Vlosky reviewed his personal and professional history; he is a Professor of Business at SUNY Geneseo. He has ~25 years' experience in business, product management and marketing. His priority is to strengthen relationships with local farmers to improve relationships with the various village and town farmers markets. His second project he is working on is the Livingston County public market. He has been doing a lot of research gathering facts and data on this type of project. It is a very exciting concept. If successful, this would be the first of its kind in New York State outside of New York City. They are working on site selection and he hopes to have a decision within the next four weeks. The building concept goal is to be "uber cool"; it will be an inviting, gateway structure for people in the County and tourist passing through. He is gathering information from the Chamber to capture the most tourism dollars. We have applied for grant money through ESD. I am very happy to be here to help with this project.

Informational Item(s) Written Only

It is anticipated that a proposal will be submitted on June 1st for the Downtown Revitalization Initiative (DRI) to the Finger Lakes Regional Economic Development Council (FLREDC). The DRI awards each region throughout the State \$10 million to implement "transformational" changes to a designated (and concentrated) area within the region. This years' applicant is the Village of Dansville and proposes to implement a series of projects ranging from anti-poverty, commercial/residential rehabilitation, health & wellness and workforce development. Recommendations from the regional scoring committee are due on July 13th with an announcement as to the winning application approximately 1-2 months later. Prior winners were the cities of Geneva (2016) and Batavia (2017).

Authorization of the expansion project for the Lakeville Avon and Livonia Railroad was approved on May 23rd following a public hearing in the Town of Livonia. The project seeks to add ~6400sf of repair/maintenance space to the facility with the addition of 5 new employees. Benefits offered by the Agency include a property tax abatement and sales tax exemption.

The Livingston County Development Corporation (LCDC) was recognized by the New York State Economic Development Council (NYSEDC) for the Brew-In Livingston business plan competition. The award for Small Project of the Year was presented by Ryan Silva, President of the NYSEDC to the LCDC at the organization's annual awards dinner during their conference in Cooperstown on May 23rd.

The “Livingston Libation Loop” was the focus of a recent morning supplement on a Fox Rochester news broadcast. The reporter visited eight (8) locations, including that of the new breweries in the County. The “Libation Loop” is a map available for handout to residents and visitors looking to taste and purchase craft beverages made in Livingston County.



The Consolidated Funding Application (CFA) window has opened which means that several opportunities for grant funding will be considered by those who successfully complete their applications by July 27th. This program was created by Governor Cuomo to assist with simplifying the grant process. The Economic Development Office has been very successful in years’ past and looks to make application for several different programs this year.

Several new construction projects are moving forward throughout the area with Joyful Beginnings Day Care under construction at the James M. Steele Commerce Park in Avon, expansion at the Bristol ID Technologies facility in Lima and a new Dunkin Donuts on Route 20A in the Village of Geneseo. As well, the downtowns of Avon and Leicester are making progress on those buildings which were awarded NY Main Street grant funding.

EMERGENCY MANAGEMENT SERVICES – KEVIN NIEDERMAIER

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 - FOIT-ALBERT ASSOCIATES

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
FOIT-ALBERT Associates 763 Main Street Buffalo, NY 14203	5/15/17-7/1/18	\$16,912.00

For: Review of the Hazardous Material Response Plan, Development of a Crude Oil Response Plan and development of the Threat Hazard Identification and Response Assessment Plan, all plans are a requirement for the County by New York State Department of Homeland Security and Emergency Services.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Homeland Security Hazard Mitigation Planning Grant (HMPG)	\$1,293	Yes X No

Director’s Comments:

These emergency plans will meet the specified requirements of NYS DHSES; also will enhance the capabilities of response and resource requirements for these types of incidents.

Mr. Niedermaier explained the accreditation plans requirement for Foit Albert Associates to prepare. The plans have been reviewed and approved by the state.

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

Informational Item(s) Written Only

1. Tier 3 training was completed by DHSES for 40 Town/Village officials, the training was held at the training center. Course outline was: ICS, Storm Declarations, Emergency Orders, Article 2B – Executive Law, Roles and Responsibilities of the public official, Reporting process to the Office of Emergency Management during a storm.

2. ICS – 400 training was held at the training center with 21 individuals completed the 2 day course.

3. There have been 42 calls for Fire Investigation, 2 storm responses, and 1 Hazmat call for an overturn tractor trailer hauling oil in the first 4 months of this year.

4. OEM has been working with IT for continued development of technology for the Emergency Operations Center; all computers have been upgraded with the appropriate software and mobile applications. Working with the planning department on increasing the mapping ability at the EOC utilizing the ESRI system.

5. Attended a Disability Awareness training at Niagara University, the training will help update our Access and Functional needs plan.

6. Working with FOIT – Albert company from Buffalo on the development of the Threat Hazard Identification and Response Assessment for the county. The assessment is required by NYS – DHSES. The assessment is being done by a Homeland Security Grant program.

7. HazMat team responded to an overturn tractor trailer on route 70 in the town of portage, the trailer was carrying 6500 gallons of motor oil. The hazmat team was able to mitigate several leaks and remained on scene for an additional 4 hours to assist a clean-up contractor with the off-loading process to another tractor trailer. The Hazmat team conducted an on-site assessment and received a tour of the CPS fertilizer and chemical facility located on RT. 15 in the Town of Avon. Each year the Hazmat team visits 7 different facilities that use or handles hazardous materials in the day-to-day operations for tours and training.

Training: Tier3, ICS – 400, Hazmat team, National Grid – tabletop exercise, Regional Pipeline Safety Course, Fit testing various FD,

Meeting attendance: Western District Emergency Managers, NYSEMA Executive Board, County Fire Chiefs and Firefighters, Chief Executive, Hazmat, LEPC, Department Head, 911 Governance Board, County Fire Police, Insurance Investigators for fires, National Grid for the yearly review of their Emergency Response Plan

MOTION TO MOVE THE AGENDA

Mr. LeFeber moved and Mr. Schuster second to move the agenda.

OTHER- CHAIRMAN LEFEBER

Action Item(s) To Be Reported

1. APPOINTING MEMBER TO THE LIVINGSTON COUNTY WATER AND SEWER AUTHORITY BOARD – TED SAUNDERS

RESOLVED, that the following member is hereby appointed to the Livingston County Water and Sewer Authority Board for the term designated:

Name	Address	Rep./Title	Term Expires
Ted Saunders	7208 Groveland Hill Rd., Groveland, NY 14462	Member	12/31/19 (F. Miller term)

Mr. LeFeber explained that Mr. Miller is moving to Florida and reviewed Mr. Saunders past water experience. We are awaiting a letter of resignation from Frank Miller so approval would be pending receipt of that letter.

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

PROBATION – LYNNE MIGNEMI

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 SHERIFF’S DEPARTMENT-NYS DEPARTMENT OF CRIMINAL JUSTICE SERVICES (NYS DCJS)

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for the Livingston County Sheriff’s 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>
NYS Department of Criminal Justice Services (NYS DCJS)	7/1/18-6/30/19	\$10,308.00

Alfred E. Smith State Office Building
80 South Swan St.
Albany, New York 12210

For: Alternative To Incarceration (Livingston County Work Release Program)

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Department of Criminal Justice Services	\$0.00	Yes

Director’s Comments:

The Livingston County Work Release Program is an alternative to incarceration program. Individuals sentenced to intermittent incarceration report to the Livingston County Jail Saturday and Sunday mornings. Work crews are set up under the supervision of a Livingston County Sheriff’s Deputy. All sites are not-for-profit organizations. The program saves the taxpayers money by reducing the number of inmates incarcerated and public organizations are receiving services at no cost to them.

Mrs. Mignemi explained that she prepares this contract for the Sheriff’s Office each year and shared statistics on how valuable this program is to the County. There are two full time deputies assigned to weekend work release program. In 2016, there were at 1,022 jobsites in Livingston County, 1,023 trustees during the week and there were 983 intermittent weekenders that were assigned. In 2016, the program completed 65 more jobs than the previous year. This program has been available and supported by the County for almost two decades. Mrs. Mignemi is very supportive of this program.

Motion: Mrs. Erdle moved and Mr. Schuster seconded to approve the foregoing resolution Carried.

Informational Item(s) Written Only

1. PROBATION DEPARTMENT WORKLOAD

- 430 adult offenders supervised in county (20 treatment court cases being supervised in drug court)
- 18 offenders in other NYS counties
- 2 offenders in other states
- 11 juveniles supervised
- 7 new juvenile referrals
- 38 investigations ordered
- 10 active EHM cases (1 juvenile; 9 adults; 2 of which are female), 2-Global Positioning
- 0 adult placed on probation for willful violation of support
- 14 New Leandra’s Law cases (10 CDs)

2. MONIES COLLECTED

- \$5,996.00 – restitution
- 3,235.00 – fines
- 5,734.00 – DWI supervision fees
- 3,237.00 – EHM fees
- 284.81 – restitution surcharge

3. OUTSTANDING FEES

- \$73,220.00 – DWI Supervision Fees as of 4/30/18
- \$144,424.00 – EHM fees as of 4/30/18

4. MEETINGS ATTENDED

4/3/2018 Human Services Department Head
 4/6/2018 e-Connect Teleconference (Columbia Project)
 4/11/2018 Board of Supervisor's Meeting
 4/16/2018 Staff Meeting
 4/17/2018 Law Enforcement Council
 4/17/2018 Raise the Age Meeting
 4/19/2018 Trinity CASA Annual Meeting
 4/24/2018 e-Connect meeting with Dr. Wasserman and LCMH
 4/24/2018 Suicide Prevention Task Force Meeting
 4/25/2018 Teen Recognition Ceremony
 4/30/2018 Implicit Bias Training

5. ADMINISTRATIVE REVIEWS

Zero (0) administrative reviews

6. TRAINING

Name	Date	Training	Hours	Misc.
Kerrin Chapman	4/16/18	Financials	0.5	
Katie Dunn	4/16/18	Financials	0.5	
	4/26-4/27	Bivona Summit	16.0	
Michelle Jordan	4/16/18	Financials	0.5	
	4/26-4/27	Bivona Summit	16.0	
Liz Laney	4/16/18	Financials	0.5	
	4/26-4/27	Bivona Summit	16.0	
	4/30/18	Implicit Bias	6.0	
Debra Mack	4/16/18	Financials	0.5	
Rachel Merrick	4/16/18	Financials	0.5	
Lynne Mignemi	4/16/18	Financials	0.5	
	4/30/18	Implicit Bias	6.0	
Courtney Sobrado	4/16/18	Financials	0.5	
Jason Varno	4/16/18	Financials	0.5	
Joshua Wren	4/2-4/6	Fundamentals of Probation	40.0	
	4/16-4/20	Fundamentals of Probation	40.0	
	4/30/18	Fundamentals of Probation	8.0	

There was discussion on current town details performed by the Sheriff's Office. Mr. Coyle explained that the discussion today is about the billable details that are instances over the years where the Sheriff developed some sort of chargeback for entities for extra layers of service. This came to a head with many supervisors over getting knowledge that the Sheriff's Office was trying to charge the funeral homes back for escorts. This then raised the discussion on what was currently being charged, how long this has been charged and under what kind of construct, etc. The County Administrator's thoughts on this are that the Board of Supervisors should be blessing these vis a vis resolution of some sort so that there is a full understanding under both sides and no department can chargeback for a public service. The Board needs to acknowledge and approve any chargebacks.

SHERIFF'S OFFICE – SHERIFF THOMAS DOUGHERTY

Pre-approved Informational Item(s) To Be

1. **BILLABLE DETAILS** – Sheriff Dougherty distributed information on the current billable details being performed and how he would like to handle them in the future. Once created, the detail stays on the list, even though it may have been a one-time event. Some towns listed are for court security. Sheriff Dougherty explained the difference between not for profit, for profit and private citizen requests. The \$40/hour billable hours keeps costs flat without making money. Receivables were \$7,963 and actual cost was \$8,764.10. Mr. Deming questioned the schools listed and Sheriff Dougherty explained that

SRO costs are paid entirely by schools with the exception of school breaks where SRO Deputies would be reassigned. After hours school events requesting a deputy are considered a billable detail at \$40/hour. Sheriff Dougherty reviewed how he determines costs for private details. There was discussion on how a private citizen contacts the Sheriff's Office. Sheriff Dougherty explained that a request for a billable detail gives notice before there is a public safety issue. The County Administrator explained that this is being discussed in other counties because it is a slightly gray area. A prime example is in Watkins Glen for races or concerts where other counties are called in for additional service. We have now gotten to a point where something should be presented to the Board for a one time resolution moving forward i.e. approval for \$40/hour billable details for the Sheriff's Office. The Sheriff does not ask for tax documents as proof from not for profits. Sheriff Dougherty concurs with the County Administrator for a set hourly amount. The Sheriff explained that it is a struggle to not charge funeral homes billable hours when they are a profit entity and schools are being charged for after hour details. Court security is a prime example for a possible MOU with the towns. There are several reoccurring details that could be covered under a contract and taken off of the billable detail list. There was discussion on liability. The County Attorney explained the every deputy is covered while on duty. Mrs. Hillier also reported that in looking at the Attorney General Opinions and the State Comptroller, it is very clear that chargebacks are allowed, but only for enhanced services, not if a deputy is responding to a call. There was discussion on the need for contracts between the Sheriff and the vendor so that everyone knows the cost and what is covered. Mr. Coyle explained that we could have a fee schedule. The Sheriff reviewed the different lengths of time for different details. The County Administrator and Sheriff will prepare something for the next meeting. There was discussion on the funeral details and changes requiring prior notice and public safety confirmation.

ADJOURNMENT

Mr. Schuster moved and Mr. DiPasquale seconded to adjourn the meeting at 10:17 a.m.

Respectfully submitted,

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