

Present: Legislator Bausch, Cianfrini, Stein, Clattenburg. Also Present: Legislators DeJaneiro, Davis, Deleo, Legislature Clerk LaGrou, County Manager Gsell, Assistant County Manager Landers, Asst. County Attorney Rogers, Kevin Andrews, Scott Gage, Eve Hens, Undersheriff Bill Sheron, Planning Director Felipe Oltramari, Theresa Asmus-Roth, Freed Maxick representatives; Laura Landers, Christopher Eckert, Chirico Rozsa, Steve Holt

Chair Bausch called the meeting to order at 4:30 PM in the Legislature Conference room. Minutes from the June 15, 2016 meeting were approved upon motion of Legislator Cianfrini seconded by Legislator Stein, carried unanimously.

Representative Laura Landers from the accounting firm Freed Maxick presented on the 2015 County audit. The report is a good summation of what is in the financial statements. Legislators were invited to contact Laura with questions upon individual review. Expenditures were 10% below budget which is not high according to Laura. Most revenue and expenses were similar to 2014.

Chirico Rozsa and Christopher Eckert provided a review of the 2014 Nursing Home (an enterprise fund of the County of Genesee). It was offered to provide the County with a checklist of items and action the County should be aware of prior to the sale. It was suggested that the County should have discussions on the proper language to be included in specific agreements regarding accounts payable and receivable. Steve Holt went on to explain that the County is still able to be audited by OMIG (office of the Medicaid Inspector General) after the sale of the Nursing Home. They can audit over a six year period. Furthermore, he said, the County should assume OMIG will audit immediately after the county closes on the Nursing Home. Therefore, all records should be in good order.

Central Services/Custodial Services Department review was provided by Purchasing Director Eve Hens who highlighted her written report. She explained that the department is comprised of three sections; Custodial Services, Mail/Printing and Purchasing. Highlights for 2016 include using a pre-sort mail program that has resulting in a \$6,000 savings, educating employees with a "tip of the week", conducting a survey to seek feedback with custodial services, implementing a document management system and working toward using a swipe card system for custodial staff-instead of the master key. Responses to the custodial survey have been positive; most employees are satisfied with the service provided.

Ms. Hens describe the resolution designating County surplus property. Items listed are antiquated (such as typewriters), broken and outdated. This was approved for placement on the next Legislature Agenda upon motion of Legislator Stein seconded by Legislator Clattenburg, carried unanimously.

Mr. Gage explained the next resolution which is a budget amendment for additional revenue from the Adult Career and Continuing Education Services-Vocational Rehabilitation Funds. These funds will be used to provide work experience services for

ACCES participants. This was approved for placement on the next Legislature Agenda upon motion of Legislator Cianfrini seconded by Legislator Clattenburg, carried unanimously.

Planning Director Felipe Oltramari described the resolution calling for a budget amendment allowing the County to accept \$50,000 grant from NYS Ag & Markets for the County Ag & Farmland Protection Plan update. This was approved for placement on the next Legislature Agenda upon motion of Legislator Stein seconded by Legislator Clattenburg, carried unanimously.

Undersheriff Bill Sheron explained the Sheriff's Office has another retirement effective the end of August, in addition to three deputy sheriff vacancies. He presented a resolution that creates a temporary deputy sheriff position for the period of August 8 through August 26, 2016. This was approved for placement on the next Legislature Agenda upon motion of Legislator Clattenburg seconded by Legislator Cianfrini, carried unanimously.

Theresa Asmus-Roth explained that Genesee Justice has received notification of a grant award for the Justice for Children Advocacy Center allowing for expansion into Orleans and Wyoming Counties. Funds will be used for office equipment and supplies. This was approved for placement on the next Legislature Agenda upon motion of Legislator Cianfrini seconded by Legislator Clattenburg, carried unanimously.

Highway Superintendent Tim Hens explained that the County anticipates being awarded a federal aid grant to design the rehabilitation of the runway at the County Airport. Proposals have been received and reviewed and Mr. Hens recommends a consultant agreement with C & S Engineers for an amount not to exceed \$240,000. Legislator Clattenburg made a motion to amend the resolution to include language making it contingent upon award of the grant and creation of said capital project, seconded by Legislator Cianfrini, carried unanimously. This was approved for placement on the next Legislature Agenda.

Mr. Hens explained the next resolution which also indicates the County anticipates being awarded a federal aid grant for airport terminal demolition and site conversion work as well as a consultant agreement. The resolution calls for a consultant agreement with C & S Engineers for \$184,300 and Thompson Builds for an amount not to exceed \$1,311,112. Legislator Stein made a motion to amend the resolution to include language making it contingent upon award of the grant and creation of said capital project, seconded by Legislator Cianfrini, carried unanimously. This was approved for placement on the next Legislature Agenda.

The last resolution presented by Mr. Hens calls for purchase of a compact roller at a cost of \$23,410 from Milton Caterpillar. The roller will be paid for from the 2016 Road machinery capital project. This was approved for placement on the next Legislature Agenda upon motion of Legislator Cianfrini seconded by Legislator Clattenburg, carried unanimously.

The following resolutions were referred from the Human Services Committee upon motion of Legislator Stein:

Acceptance of USTA Grant-Youth Bureau seconded by Legislator Clattenburg carried unanimously.

InterMunicipal Agreement Amendment/Health Department/Shared Public Health Administrative Staff seconded by Legislator Cianfrini carried unanimously.

Salary Schedule Amendment-Health Department seconded by Legislator Clattenburg carried unanimously.

Early Intervention to Coroner/Budget Transfer-Health Department seconded by Legislator Cianfrini carried unanimously.

2016 Budget Transfer/Grant Writing Services seconded by Legislator Clattenburg carried unanimously.

County Manager Gsell presented a resolution that sets a public hearing in support of an application to NYS Office of Community Renewal for Community Block Grant Funding for the STAMP project. The public hearing will be set for August 10, 2016 during the Legislature meeting. This was approved for placement on the next Legislature Agenda upon motion of Legislator Cianfrini seconded by Legislator Stein, carried unanimously.

County Manager Gsell next described an out-of-state travel request for Thomas Sacco, Sanitarian at the Health Department to travel to Northampton, MA for FDA Northeast Region Annual Food Protection Seminar August 9 to August 12 cost is \$836 and Colleen Bober, Health Department Intern at a cost of \$686.00 This was approved for placement on the next Legislature Agenda upon motion of Legislator Stein seconded by Legislator Clattenburg, carried unanimously.

The next out-of-state travel request is for Treasurer Scott German and Real Property Director Kevin Andrews to travel to Phoenix, AZ for the New World User Conference October 1 through October 5, 2016. Legislator Cianfrini asked why both Scott and Kevin needed to attend the same conference. Mr. German replied that multiple workshops are offered therefore, with two attending, more information can be obtained and implemented upon return from the conference. This was approved for placement on the next Legislature Agenda upon motion of Legislator Clattenburg seconded by Legislator Stein, Legislator Cianfrini opposed, carried.

The last out-of-state travel presented is for Mr. Gsell to travel to Kansas City, MO for the ICMA annual conference September 24-28, 2016 at a cost of \$2,046. This was approved for placement on the next Legislature Agenda upon motion of Legislator Clattenburg seconded by Legislator Stein, Legislator Cianfrini opposed, carried.

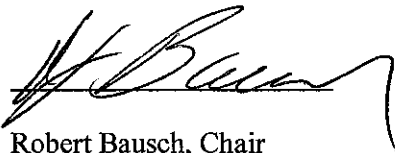
Clerk LaGrou explained the resolution setting the standard workday for specific positions. NYS Retirement requires all jobs have a Standard Work Day with a minimum of 6 hours and maximum 8 hours. The length of the day should coincide with the job description. The resolution sets the Standard Work Day for the County Attorney at 7.5, Clerk to the Legislature 7.5, Highway Superintendent, Deputy Highway Superintendent and Undersheriff 8.0. This was approved for placement on the next Legislature Agenda

upon motion of Legislator Clattenburg seconded by Legislator Stein, carried unanimously.

The next resolution presented lists specific elected officials and the record of activities results. All elected officials are required to keep a record of activities regardless of use of a time-keeping system. The newly elected County Clerk has been notified of such. Five legislators are members of the NYS Retirement System and are listed on the resolution along with the County Clerk. This was approved for placement on the next Legislature Agenda upon motion of Legislator Stein seconded by Legislator Clattenburg, carried unanimously.

The Clerk reported the next meeting of the Ways & Means Committee is scheduled for Wednesday, August 3, 2016 in the Legislature Conference room.

The meeting was adjourned at 6:11 pm upon motion of Legislator Cianfrini seconded by Legislator Stein, carried unanimously.



Robert Bausch, Chair
Ways & Means Committee
Submitted 7-12-16 phl