



AGENDA
WAYS & MEANS COMMITTEE
Thursday, March 17, 2022, 5:30PM
Live Link: <https://youtu.be/s9dmXXIFXtk>

CALL TO ORDER: By Hon. Hans Pecher, Chair

MEMBERS: Legislators James Basile, Elane Daly, Andy Dennison (Vice Chair), Aileen McNabb-Coleman, Chris Petrus, and Mark Strong

MINUTES TO APPROVE: February 17, 2022

APPOINTMENTS: None

DISCUSSION: re: County Auditor

DEPARTMENT UPDATES FOR COMMITTEE:

- **Jennifer Indelicato (Real Property) –**
 - Prepared Assessment Disclosure Notices for Aurelius and Ledyard reassessment projects.
 - Collected building permit data for new inventory to be added to Assessment rolls in the 3 towns the County Assesses.
 - Continued collection and review of exemption applications for Assessment Towns in preparation for Tentative Roll.
 - Processed Splits/Merges of parcels.
 - Sent final request for updated Board of Assessment Review information from Towns.
 - Provided Villages with current year taxable values needed for upcoming tax roll and bill processing.
 - Foreclosure and auction process is underway. Please direct all requests to purchase property outside the auction to me ASAP. The tax foreclosed real property auction has been scheduled with Auctions International as an online auction starting June 13, 2022 and closing June 27, 2022
- **David Dempsey (Treasurer) - No updates**
- **Mary Beth Leeson (Finance) -**
 - We have been working with the auditors of the Cayuga Tobacco Asset Securitization Corporation, and that audit should be finalized by the end of March 2022.
 - We have been in contact with the auditors of Cayuga County Health Insurance Consortium. That audit will commence in about one week and will be finalized by early May
 - We have filled the position of Junior Accountant, with our new employee scheduled to start on March 21.
 - We are partnering with IT to begin planning the next MUNIS upgrade, which is necessary this year.

• **Diann Ferris (Human Resources/Civil Service) –**

YEAR-TO-DATE COMBINED TRANSACTIONS:

County Departments: 963
Total Transactions: 1,358

COUNTY APPLICATIONS:

	<u>2022</u>	<u>2021</u>
Male	23	45
Female	43	27
Non-Binary	0	0
No Response	3	1
White	58	61
Minorities	1	9
No Response	10	3

TOWN/VLG./SCHOOL DIST. APPLICATIONS:

	<u>2022</u>	<u>2021</u>
Male	5	9
Female	19	16
Non-Binary	1	0
No Response	9	15
White	20	24
Minorities	2	0
No Response	12	16

EXAM INFORMATION: February 5, 2022

Assessment Administration Specialist; Supervisor of Protective Services; Sr. Account Clerk Typist; Principal Account Clerk; Sr. Account Clerk; Principal Supervising Real Property Tax Services Specialist; and Principal Account Clerk Typist

Male	1
Female	10
No Response	0
White	11
Minorities	0
No Response	0

- Annual Report was completed and submitted to NYS Civil Service Commission;
- Payroll Certification for 2022 is currently in process;
- Training for New Department Directors is being planned
- Currently working on several employee and Union issues with Counsel;
- Recruitment for an Operations Officer is continuing;
- Participating in SUNY Canton's Virtual Job Fair on March 23rd.

RESOLUTIONS:

WAYS & MEANS:

3-22-WM-1 Authorize the use of ARPA funds for projects in the E-911 Department, Information Technology Department, Sheriff's Department and Buildings and Grounds Department

HEALTH & HUMAN SERVICES:

3-22-HH-1 Authorizing the Chair of the Legislature and the Director of the Office for the Aging to enter into an agreement for the provision of innovative caregiver support for those caring for older adults in Cayuga County using funds carried forward from 2021

3-22-HH-2 Authorizing the Chairman of the County Legislature and the Director of the Office for the Aging to enter into a contract for 2022 Title III E, Title IIIB, ALZ-CSI with provider Home Instead.

3-22-HH-3 Authorizing the Chairman of the Legislature and the Public Health Director to enter into contract with Cayuga Medical Associates for tuberculosis consultation and care

3-22-HH-4 Authorizing the Public Health Director to fill one Supervising Nutritionist position in the WIC program

3-22-HH-5 Authorizing the Chairman of the Legislature and the Public Health Director to enter into Agreements in addition to the bid for transportation of Preschool Children.

3-22-HH-6 Authorizing the Public Health Director to Purchase Vehicle for the Health Department

3-22-HH-7 Amending the Department of Social Services' 2022 Budget to accept funds from New York State in the form of Safe Harbor: NY and to contract with Booker T. Washington Community Center, Inc for provision of Safe Harbor: NY services

3-22-HH-8 Authorizing the Chairman of the Legislature and the Commissioner of Social Services to Enter into a Contract with Booker T. Washington Community Center Inc.

3-22-HH-9 Authorizing the Chairman of the Legislature and the Commissioner of Social Services to Renew the Contract with Community Action Programs Cayuga/Seneca for the Provision of Non-Residential Domestic Violence Services

3-22-HH-10 Authorizing the Commissioner of Social Services to fill a FT Caseworker Position in the Child Welfare Services Unit of the Department of Social Services.

3-22-HH-11 Authorizing the Commissioner of Social Services to fill a Deputy Director for Social Services vacancy in the Department of Social Services

3-22-HH-12 Authorizing the Commissioner of Social Services to Fill a Sr. Account Clerk position in the Accounting Unit

3-22-HH-13 Authorizing the Chairman of the Legislature and the Commissioner of Social Services to Enter into a Contract with ABC Cayuga Inc. for services at Play Space.

- 3-22-HH-14 Authorizing the Commissioner of Social Services to Purchase Three Vehicles for Department of Social Services
- 3-22-HH-15 Authorizing the Chair of the Legislature and the Commissioner of Social Services to renew the Contract with Rescue Mission for Homeless Family and Transitional Housing

GOVERNMENT OPERATIONS:

- 3-22-GO-1 Authorizing the County Attorney to fill an open Assistant County Attorney Position
- 3-22-GO-2 Re-Appointed the Cayuga County Attorney for a two Year Term
- 3-22-GO-3 Authorizing to create and fill a Senior Network Administrator position in the Cayuga County Information Technology Department.
- 3-22-GO-4 Authorizing to create and fill a Senior Systems Administrator position in the Cayuga County Information Technology Department.
- 3-22-GO-5 Approval of Revised SUNY Capital Request/Plan Resolution

PLANNING: No Resolutions

PUBLIC WORKS:

- 3-22-PW-1 **(REVISED)** Amending Resolutions 197-21 and 256-21 to authorize additional funds for the electrical work at the PSB and to authorize the Purchasing Director and the Superintendent of Buildings and Grounds to award the work (2/3 required)
- 3-22-PW-2 Authorization to hire summer help employees in the Highway Department
- 3-22-PW-3 Authorize the Director of Parks & Trails to create and fill the Deputy Director Position and abolish the Assistant Parks Maintenance Supervisor Position within the Cayuga County Parks & Trails Department
- 3-22-PW-4 Authorization to fill Motor Equipment Operator Medium position in the County Highway Department
- 3-22-PW-5 Authorization for Chair of the Legislature to award material bids

JUDICIAL & PUBLIC SAFETY:

- 2-22-JP-1 Authorizing the Chair of the Cayuga County Legislature to enter into an agreement with Broome County to share radio tower space at the Summerhill Tower Site in order to allow connectivity from Broome County's Communications Network to the master site in Onondaga County.
- 2-22-JP-2 Authorizing the Acting District Attorney to fill Full-Time Administrative Assistant to DA vacancy in the District Attorney's Office
- 2-22-JP-3 Authorizing the District Attorney to fill FT Deputy Chief Assistant District Attorney vacancy in the District Attorney's Office
- 2-22-JP-4 Authorization to create and fill full-time Confidential Investigator in the District Attorney's Office
- 2-22-JP-5 Authorize the Chair of the Cayuga County Legislature and the Cayuga County Sheriff to enter into an agreement with Finger Lakes Polygraph and Consulting LLC to provide pre-employment polygraph examinations for new hires.
- 2-22-JP-6 Authorizing the Sheriff of Cayuga County to enter into a five-year contract with the Cayuga -Onondaga Board of Cooperative Education Services (BOCES) to continue the assignment of a dedicated Sheriff's Deputy at the BOCES Campus to serve as a School Resource Officer

ADJOURNMENT: Thursday, April 21, 2022

If you have a disability and need accommodations, please call the Clerk of the Legislature's Office at 253-1308 at least 48 hours before the scheduled meeting to advise what accommodations will be necessary.

RESOLUTION NO. _____

03/22/2022

LEG ARPA Projects.rev

Authorize the use of ARPA funds for projects in the E-911 Department, Information Technology Department, Sheriff's Department and Buildings and Grounds Department

By: Hans Pecher, Chairman Ways & Means

WHEREAS, The American Rescue Plan Act has allocated funding to Counties in order to help with the recovery from COVID-19, which includes the authorization to spend these funds on government services, up to a total amount of \$10 Million; and

WHEREAS, Cayuga County has been allocated \$14,873,990 thru the ARPA, of which a portion of these funds can be used to provide government services, such as investments in E-911, Information Technology, Sheriff's Department and Buildings and Grounds infrastructure; and

WHEREAS, the battery packs for the UPS units (\$325,000) in the 911 towers and the network switches (\$57,000) in the towers need to be replaced, due to reaching the end of their useful life; and

WHEREAS, these units are essential for the operation of the 911 towers; and

WHEREAS, critical investments in the County's information technology infrastructure, including the Legislative Chambers audio/video system (\$30,000) and the County wide network/server infrastructure (\$300,000), are needed in order to support operations; and

WHEREAS, the Sheriff's Department must replace equipment that has reached the end of its useful life, such as portable radios (\$238,000) and tasers (\$69,000); and

WHEREAS, the Historic Post Office (HPO) and the County Courthouse (CH) are both in need of significant repairs in order to maintain the operation of these County owned buildings; and

WHEREAS, the HVAC system (\$400,000) and the elevator (\$175,000) at the HPO both need to be replaced and upgraded; and

WHEREAS, the heat pumps (\$200,000) at the CH need to be replaced; now therefore be it

RESOLVED, the County Legislature approves the use of ARPA funds to cover the costs of the above projects; and be it further

RESOLVED, that ARPA funds are transferred to the following accounts in order proceed with the above projects:

	<u>Revenue</u>	<u>Expense</u>
Increase A10130 44200 ARPA	\$1,794,000	
Increase A30204 54074 Dept Exp		\$325,000
Increase A16214 54012 CH Building Maint		\$200,000
Increase A16234 54012 HPO Building Maint		\$575,000
Increase A16202 52000 IT equipment		\$30,000
Increase A16202 52007 IT equipment		\$357,000
Increase A31102 52000 Equipment		\$307,000

And be it further,

RESOLVED, that the Cayuga County purchasing policy shall be followed for each of the above projects, which may require RFPs, bids, and quotes, and all contracts shall follow the County's contract policy requiring approval by the Cayuga County Legislature and signature by the Chair of the Legislature; and be it further

RESOLVED, that if the actual costs of the above projects are less than the amount of ARPA funds transferred, then the remaining funds will be transferred back to the original ARPA account for future allocation to qualifying ARPA projects; and be it further

RESOLVED, the Finance Department is authorized to make all journal entries necessary to implement the intent of this resolution.

RESOLUTION NO. _____ 3-22-22

COA Re-Appt. Co. Attorney

RE-APPOINTING THE CAYUGA COUNTY ATTORNEY FOR A TWO-YEAR TERM

BY: Cayuga County Legislature

WHEREAS, the Cayuga County Legislature wishes to reappoint Christopher Palermo to the position of County Attorney for the term 1-1-2022 to 12-31-2023; now, therefore be it

RESOLVED, that Christopher Palermo is hereby appointed Cayuga County Attorney for the years January 1, 2022 - December 31, 2023 at an annual salary of \$124,670; and be it further

RESOLVED, that this resolution shall take effect immediately.

RESOLUTION NO. _____ 3-22-22 BLD Amend Res 197-21 and Res 256-21 PSB Electrical Work Rev2

Amending Resolutions 197-21 and 256-21 to authorize additional funds for the electrical work at the PSB and to authorize the Purchasing Director and the Superintendent of Buildings and Grounds to award the work (2/3 required)

By: Hon. Andrew Dennison, Chair, Public Works Committee
Hon. Hans-Peter Pecher, Chair Ways and Means Committee

Whereas, the Legislature approved Resolution 197-21 authorizing an agreement with O'Connell Electric Co. to install electric cable to convert the PSB back to NYSEG at a cost of \$49,550; and

Whereas, Resolution 256-21 identified the source of funding for the project; and

Whereas, the Superintendent of Buildings and Grounds has determined that additional electrical work is required to complete the conversion; and

Whereas, the Superintendent of Buildings and Grounds has determined the additional work will cost between \$5,001 and \$34,999.99 requiring 3 written quotes to be obtained by the department with purchasing assistance; and

Whereas, the Superintendent of Buildings and Grounds has requested quotes from three qualified electrical firms who are familiar with the facility to perform this work; and

Whereas, the Budget Director has identified contingent account number A10164-54000 as a source of these funds with the approval of the Legislature; now, therefore, be it

Resolved, that the Cayuga County Legislature does hereby authorize the Purchasing Director and the Superintendent of Buildings and Grounds to award the work to O'Connell Electric Company, Inc.; and be it further

Resolved, that the Chair of the Cayuga Legislature be authorized and directed to sign any agreements appropriate and necessary to implement this resolution upon approval as to form by the County Attorney; and be it further

Resolved, that the Cayuga County Legislature does hereby approve the transfer of \$28,500.00 from contingent account number A10164-54000 to the Jail Building Maintenance Account number A31504-54012; and be it further

Resolved, that the Cayuga County Finance Director be authorized and directed to make the journal and accounting entries appropriate and necessary to implement this resolution.