



AGENDA
WAYS & MEANS COMMITTEE
Tuesday, May 18, 2021, 5:30PM
Live Link: <https://youtu.be/JzYyAjCXpmw>

CALL TO ORDER: By Hon. Keith Batman, Chair

MEMBERS: Legislators Elane Daly, Ryan Foley, Christopher Petrus, Paul Pinckney, Ben Vitale, and Tucker Whitman

MINUTES TO APPROVE: April 20, 2021

APPOINTMENTS: None

DEPARTMENT UPDATES FOR COMMITTEE:

- **Kelly Anderson (Real Property) –**
 - Due to a COVID-19 Executive Order, the County is unable to proceed with the current year tax foreclosure process.
 - Additionally, relevy of unpaid water bills is prohibited under the same Executive Order which impacts our Villages that would typically remit a list of unpaid water/sewer accounts to be included in the tax bills that I am currently processing and are set to be mailed by June 1. This is a complex issue that has required the judgement of each municipality to determine how best to proceed.
 - Completed database maintenance necessary for running of all Tentative Assessment Rolls including update of STAR eligibility based on reports provided by NYS. All Tentative Assessment Rolls are now published and available on our department website.
 - Change of Assessment Notices were processed and printed for all towns. Due to some glitches with the RPS software that required quite a bit of complex data extraction and manipulation to get the reports to run accurately.
 - Caused all required legal notices to be published for Tentative Assessment Notices.
 - Continued to manage high call and email volume do to the Springport Assessment update as well as general assessment and exemption administration questions for all towns.
 - Completed informal Assessment review meetings in Town of Springport for 2021 Assessment Update.
 - Provided school business officials with exemption reports for their annual budgets, as well as taxable
 - Provided access to Board of Assessment Review Training information to all BAR members.
 - Processed all property sales, splits and merges that were filed in the County Clerk’s Office.

- **Jim Orman (Treasurer) –**
 - A. Fraudulent unemployment claims continue to be an issue. The County has received over 80 of these to date. Pam Landon and Cortney Haberlau have done a great job addressing these and educating the employees as to what to do if they should receive a false claim.
 - B. The County Finance Committee has continued to meet weekly since its inception in early March. The committee includes Aileen McNabb-Coleman, Ryan Foley, Keith Batman, Paul Pinckney, Chris Petrus and Jim Orman. We continue to discuss the many areas of interest. Some of those issues will be discussed tonight.
 - C. Mary Beth was asked to draft up a report for the Legislature summarizing the financial health of the County. She will be presenting a report summarizing the first quarter to Ways & Means tonight.
 - D. The County’s Annual Update Document was filed prior to the May 1 deadline to the State Comptroller. This is a very detailed financial report. Mary Beth and her staff did a very good job compiling this document.
 - E. The County audit has been completed and a draft is expected to be presented to the Legislature at the May 25 meeting. This is by far the earliest completion date we have experienced. The deadline is September 30 to file the audit. This is an amazing accomplishment given the fact we have new auditors (Drescher & Malecki). Their comment to me was how well prepared Mary Beth and her staff were to work closely with them.

- **Lisa Lippoldt (Human Resources/Civil Service) –**

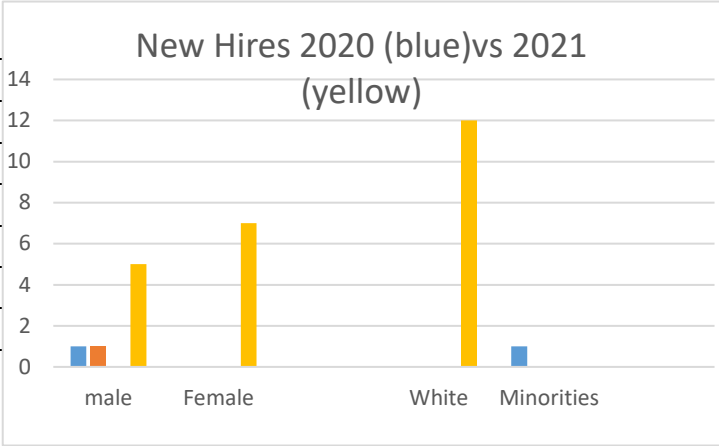
YEAR-TO-DATE COMBINED TRANSACTIONS: 1012
County departments: 402 Total Transactions
Schools, Towns, Villages, BOCES & Special Districts:

293	Schools
117	Towns
26	Villages
167	BOCES

0	CCC
5	Seymour Library
0	Soil & Water
2	Water & Sewer
610	Total Transactions for Schools, Towns, Villages, Special Districts

EOC Report for 2020-2021

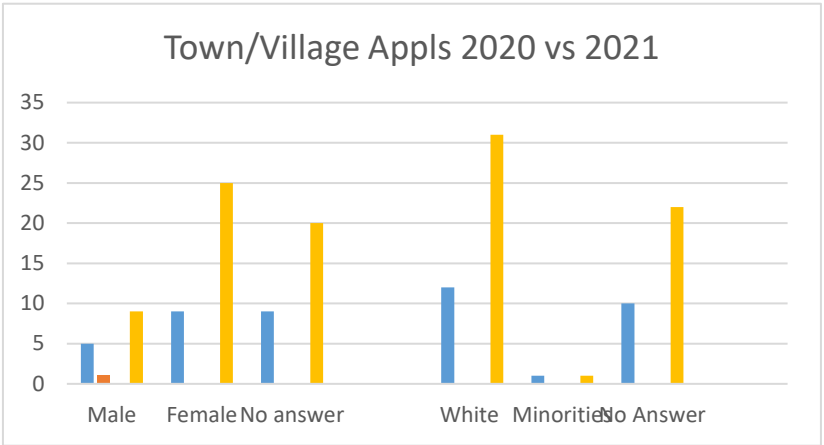
New hires - County 4/2020		New hires -County 4/2021	
male	1	Male	5
Female	0	Female	7
White	0	white	12
Minorities	1	Minorities	0



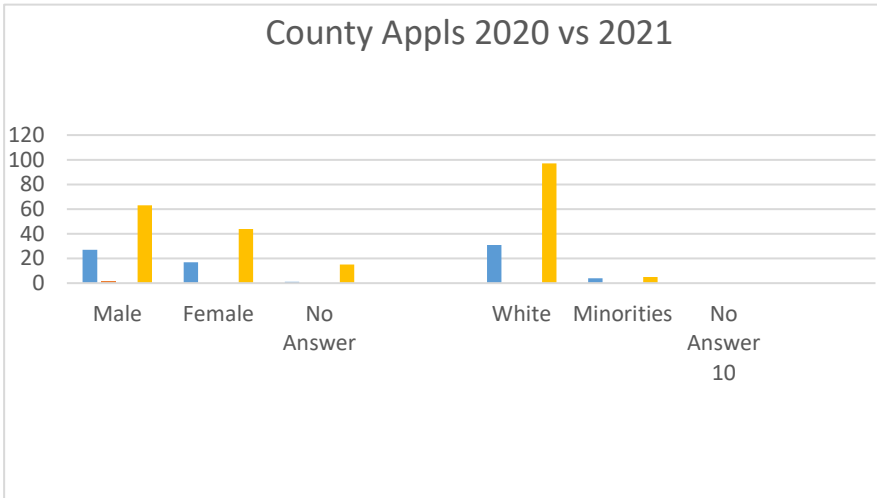
Town/Village Applications 2020

Towns/Village Applications 2021

Male	5	Male	9
Female	9	Female	25
No answer	9	No answer	20
White	12	White	31
Minorities	1	Minorities	1
No Answer	10	Answer	22



Male	27	Male	63
Female	17	Female	44
No Answer	1	Answer	15
White	31	White	97
Minorities	4	Minorities	5
No Answer 10		No Answer 20	



- Deputy position filled and person to begin May 10th (Colleen Lombardi)
- Continuing to work with subcommittee and legislative work groups on Non-Bargaining Compensation plan
- Working with Finance workgroup on changes
- Moved from narrowing the CIO candidate pool to a smaller group to begin interviewing
- Preparing for Deputy Sheriff/Police officer exam of more than 80 individuals for May 15
- Staff continue to work effectively at 50% in office 50% working from home

- **Don Carr (Purchasing) –**
 - 2020 year in review
 - o 21 bids/RFPs (does not include NYS vehicle marketplace mini bids)
 - o Partnered with Onondaga County on Road Salt bid
 - o Moved county to WB Mason as Office supply vendor
 - Provided workflow efficiency and savings
 - o Moved the county to a business account with Amazon
 - Provides business pricing and verifies our account for emergency supplies
 - o Reviewed and revised purchasing policy to help make county functions more efficient
 - 1st Quarter 2021
 - o Completed 20 bids for highway materials/services
 - Earlier than in years past and on same schedule as opposed to years past
 - o Expanding functionality with Amazon Business to help departments receive better and more efficient service
 - o Completed contract execution with Toshiba on managed print services
 - o Regular meetings with EMO to assist in the approach to COVID response

2020 Purchasing Large scale projects with savings

Salt Bid partnered with Onondaga County

2019-2020 Cayuga County price \$62/ton

2020-2021 (with 2 additional 1 year extensions taking this to 2022-2023 season) \$38.79/ton

Based on the counties average usage of 15,000 tons decrease in cost of approximately \$345,000 per year. Unfortunately savings were not realized in the 2020-2021 season due to an agreement signed previously. Savings will start in the 2021-2022 plowing season.

NYS OGS pricing for Cayuga County through the 2020-2021 season was \$54.47

For the 2021-2022 season we are now able to get Cayuga County towns and villages on. Based off from the usage submitted our towns and villages will stand to save over \$55,000 based off from this pricing. If all towns and villages come onto it that number of course rises considerably.

Multifunction Print (Leveraging existing Onondaga County contract)

2020 estimated monthly price \$7947.31

2021 estimated monthly price \$5766 (w/o Papercut which is new in 2021. With Papercut \$6478)

The decrease in cost per month before Papercut is \$2181.31. Yearly decrease \$26175.72.

The decrease in cost per month when Papercut is added is \$1469.31. Yearly decrease \$17631.72.

RESOLUTIONS:

WAYS & MEANS:

5-21-WM-1 Authorize the County Treasurer to pay mortgage tax

HEALTH & HUMAN SERVICES:

5-21-HH-1 Authorization to accept additional funding from the NYS Office for Aging (NYSOFA) through the HDC5 program of the Consolidated Appropriations Act

5-21-HH-2 Authorizing the Public Health Director and the Chairman of the Legislature to enter into a lease agreement with ABC Cayuga to house the WIC office/clinic from May 1, 2021 through September 30, 2022

5-21-HH-3 Authorizing the Chairman of the Legislature and the Director of Community Services to Renew the Contract with Huntington Family Center, Inc.

GOVERNMENT OPERATIONS:

5-21-GO-1 Authorizing the Chairman of the Legislature and the Commissioners of the Cayuga County Board of Elections to sign contracts for Poll Worker Grants for the Board of Elections.

- 5-21-GO-2 Authorizing the Chairman of the Legislature and the Commissioners of the Cayuga County Board of Elections to sign contracts for SHOEBOX Grant for the Board of Elections.
- 5-21-GO-3 Authorizes Cayuga County Veterans Services to fill a Part-Time Veteran Services Assistant.
- 5-21-GO-4 Fixing Day and Notice of Public Hearing on a Local Law Establishing the Cayuga county Ethics Code and Board of Ethics for the County of Cayuga.
- 5-21-GO-5 **(AMENDED @ Gov't Ops)** Appointing Lindsey Wilkinson as Interim Director of the Veterans Service Agency

PLANNING:

- 5-21-PL-1 Authorizing the execution of documents to establish two summer LWRP Internships through SUNY ESF Landscape Architecture Program, Via the SUNY ESF Office of Research Programs and allocating a total of \$6,000.00 out of two Planning Department LWRP Grant Accounts to fund the seasonal intern stipends
- 5-21-PL-2 Fixing Day and Notice of Public Hearing on a Local Law Authorizing 12 and 13 year old licensed hunters to hunt with a firearm or crossbow during hunting season with the supervision of an adult licensed hunter pursuant to Environmental Conservation Law Section 11-0935
- 5-21-PL-3 Adopting Local Law No. ____ for the year 2021, a local Law amending Local Law No. 2 for 2018, amending Local Law No. 1 for 2015, amending Local Law No.1, for 2012, amending Local Law No. 1 for 2009, amending Local Law No. 5 of 2007 and amending Local Law No. 3 of 1994, to continue the room tax for three years.

PUBLIC WORKS:

- 5-21-PW-1 Authorizing the purchase of a pickup truck with plow for Buildings and Grounds use (2/3 Required)
- 5-21-PW-2 Fixing day and notice of public hearing pursuant to NY Gen. Mun. Law § 6-d to make appropriations from the Buildings Repair Reserve
- 5-21-PW-3 Authorizing the Parks & Trails Department to hire a full time Assistant Park Maintenance Supervisor
- 5-21-PW-4 Authorizing the alteration of Emerson Park parking fees for 2021
- 5-21-PW-5 Authorizing the purchase of a pickup truck with plow for Parks and Buildings and grounds use (2/3 Required)
- 5-21-PW-6 Authorization to fill Working Foreperson position in the Highway Department
- 5-21-PW-7 Authorization to fill Motor Equipment Operator Medium position in the County Highway Department due to the Resignation of a former employee
- 5-21-PW-8 Authorization to accept additional NYS DOT funds & authorize 2021 paving and chipping list #3
- 5-21-PW-9 Authorization for the Highway Department to purchase Highway equipment
- 5-21-PW-10 Authorizing the Creation of a Temporary Leave Bank for a Cayuga County Highway Employee

JUDICIAL & PUBLIC SAFETY:

- 5-21-JP-1 Authorization to create and fill the position of 911 Database Analyst in the Cayuga County E-911 Center
- 5-21-JP-2 **(PULLED @ Judicial)** Authorization to fill one vacant Supervising Emergency Services Dispatcher position and unfund a Dispatching Emergency Services Dispatcher due to a promotion.
- 5-21-JP-3 Authorization for the Chair of the Cayuga County Legislature to sign a contract with Motorola for necessary microwave upgrades associated with the new emergency communications system.
- 5-21-JP-4 **(AMENDED @ Judicial)** Authorizing District Attorney to accept a \$242,109 Discovery Reform Grant from the New York State Division of Criminal Justice Services and amending the various budget lines

- 5-21-JP-5 Resolution Authorizing the Cayuga County Sheriff and the Cayuga Community College Office of Public Safety to enter a Memorandum of Understanding for use of the Cayuga County Sheriff's Weapons Range.
- 5-21-JP-6 Authorize the Chair of the Cayuga County Legislature and the Cayuga County Sheriff to sign a Memorandum of Agreement (MOA) with the Cayuga County Deputy Sheriff's Police Association (DSPA) authorizing two Administrative Lieutenants to separate from the bargaining unit and form their own.
- 5-21-JP-7 Authorizing the Sheriff's Office to accept funding through the 2020 Operation Stonegarden Grant from the Division of Homeland Security and Emergency Services and amend the 2021 Sheriff's Grants Budget to accept the 2020 funding.
- 5-21-JP-8 Authorizing the Sheriff's Office to accept funding through the 2019 Operation Stonegarden Grant from the Division of Homeland Security and Emergency Services and amend the 2021 Sheriff's Grants Budget to accept the 2019 funding

ADJOURNMENT: Tuesday, June 22, 2021

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. _____

5/25/2021

RPS May Mortgage Tax 2021

Authorize the County Treasurer to pay mortgage tax

By: Keith Batman, Chair, Ways & Means Committee

WHEREAS, it appears from the final report of Sue Dwyer, as County Clerk of Cayuga County, that there has been paid to the County Treasurer the sum of \$ **804,778.49**, the same being the net amount collected from the taxation of mortgages for the period October 1, 2019, to March 31, 2020; and

WHEREAS, there is in the County Treasurer's Account No. T-58, the amount of \$ **804,778.49** which should be distributed among the City of Auburn and the Towns and Villages of the County; now therefore be it

RESOLVED, that the County Treasurer be directed and required to pay the sum of \$ **804,778.49** to the City of Auburn and the several Towns and Villages of the County of Cayuga in the following amounts:

City of Auburn	\$ 202,843.99	Montezuma	\$ 4,542.69
Aurelius	\$ 26,996.43	Moravia	\$ 15,788.22
Cayuga Vlg	\$ 1,988.07	Moravia Vlg	\$ 5,997.19
Brutus	\$ 28,322.47	Niles	\$ 37,230.78
Weedsport Vlg	\$ 13,852.12	Owasco	\$ 75,271.15
Cato	\$ 27,495.15	Scipio	\$ 13,486.75
Cato Vlg	\$ 959.29	Sempronius	\$ 19,341.31
Meridian Vlg	\$ 1,048.22	Sennett	\$ 97,873.81
Conquest	\$ 11,125.47	Springport	\$ 19,271.75
Fleming	\$ 32,180.12	Union Springs Vlg	\$ 6,309.60
Genoa	\$ 18,963.34	Sterling	\$ 20,460.39
Ira	\$ 23,451.87	Fair Haven Vlg	\$ 13,161.65
Cato Vlg	\$ 1,191.83	Summerhill	\$ 5,360.42
Ledyard	\$ 19,046.98	Throop	\$ 19,097.63
Aurora Vlg	\$ 3,995.16	Venice	\$ 6,610.50
Locke	\$ 16,663.39	Victory	\$ 7,543.47
Mentz	\$ 4,858.46		
Port Byron Vlg	\$ 2,448.82		
		Grand Total	\$ 804,778.49

Ways & Means Committee

Keith Batman, Chair

Elane Daly

Ryan Foley

Chris Petrus

Paul Pinckney

Ben Vitale

Tucker Whitman

Co.Atty: _____

RESOLUTION NO. _____ 5-25-21

LEG Temp Appoint Vet Svc Dir Rev

Temporarily Appointing Lindsey Wilkinson as Director of the Veterans Service Agency

**BY: Hon. Ryan Foley, Chair, Government Operations Committee
Hon. Keith Batman, Chair, Ways & Means Committee**

WHEREAS, the Cayuga County Legislature has received and accepted the resignation of the Director of the Veterans Service Agency; and

WHEREAS, the Deputy Director has fulfilled the duties of the Director for a significant period of time; and

WHEREAS, the Legislature finds that temporarily appointing Lindsey Wilkinson as Director of the Veterans Service Agency is in the best interests of the veterans of Cayuga County; now, therefore, be it

RESOLVED, that Lindsey Wilkinson is hereby temporarily appointed as Director of the Veterans Service Agency effective immediately, for a period not to exceed six (6) months; and be it further

RESOLVED, the Department of Human Resources and Civil Service take any necessary steps to provide Lindsey Wilkinson with a leave of absence from her current position pending the appointment of a permanent Director; and it is further

RESOLVED, that the salary of the Director of the Veterans Service Agency shall be set at \$53,400.00; and be it further

RESOLVED, that the appointment be made in accordance with Civil Services Rules and Regulations and policies of the County of Cayuga.

Government Operations Committee

Ways & Means Committee

Ryan Foley, Chair

Keith Batman, Chair

Tricia Kerr

Elane Daly

Heidi Nightengale

Ryan Foley

Hans Pecher

Chris Petrus

Chris Petrus

Paul Pinckney

Mark Strong

Ben Vitale

Tucker Whitman

Tucker Whitman

RESOLUTION NO. _____

(5/25/21)

DA Criminal Justice Discovery Grant rev

Authorizing District Attorney to accept a \$242,109 Discovery Reform Grant from the New York State Division of Criminal Justice Services and amending the various budget lines

BY: Hon. Benjamin P. Vitale, Chairman, Judicial & Public Safety; and
Hon. Keith M. Batman, Chairman, Ways and Means

WHEREAS, the NYS 2019-2020 Budget Bill containing Criminal Legislation [Bail Elimination Act, Article 245 New Discovery Laws, both effective January 1st, 2020) requiring expanded and expedited discovery in all cases, District Attorneys across the state immediately began examining their office operations (from case intake, flow of information from all sources, evidence processing and dissemination as well as additional motion practice) and determining additional need within their offices; and

WHEREAS, as part of the enacted New York State Fiscal Year 2021 budget, a “Criminal Justice Discovery Compensation Fund” was created, funded by transferring \$40 million from the New York City District Attorney’s Office deferred prosecution agreement revenues, which was to be used for expenses related to discovery reform implementation, including “digital evidence transmission technology, administrative support, computers, hardware and operating software, data connectivity, development of training materials, staff training, overtime, litigation readiness” and other costs, including pre-trial services and supervision; and

WHEREAS, each county’s prorated share of the grant was based upon the number of criminal court arraignments statewide, Cayuga County was awarded \$242,109 in grants funds for the project period 4/1/2020 – 3/31/2021; and

WHEREAS, the \$242,109 Discovery Grant funding was contingent upon the County’s submission (and DCJS approval) of a Discovery Reform Funding Plan, along with letters of support from the District Attorney, Probation Director and County’s Chief Elected Official (Chair of the Legislature) affirming that the Discovery Reform Funding Plan was developed in collaboration with local stakeholders and describes the activities and expenses supported with the grant funds provided by DCJS; and

WHEREAS, the intent of this important legislation was to help Counties outside NYC fund Criminal Discovery, and Counties were expected to “prioritize funding for their District Attorney’s Office,” the following Collaborative Funding Plan was determined through collaborative effort including the: District Attorney, Chair of the Cayuga County Legislature, E-911 Administrator, Director of Probation, Sheriff, and the Budget Director; and

WHEREAS, Cayuga County’s 2020-2021 Discovery Reform Funding Plan, as determined through collaborative effort, included the following allocations: \$189,347 to the District Attorney to implement and fund the Discovery Unit, including related salary, fringe, and other expenses such as digital evidence storage, grand jury per diem services, and transcription; \$32,049 to the E-911 Center to fund administrative support for pulling and uploading 911 recordings for all arrests; and \$20,713 to the Probation Department to pay a portion of the local NFP Cayuga Counseling Services Pre-Trial Release/Supervision costs; and

WHEREAS, following DCJS approval of the Discovery Reform Funding plan, the County will be issued full payment of the awarded \$242,109 amount permitted for reimbursement of the estimated costs expended during the NYS fiscal year 4/1/2020 thru 3/31/202, which were original funded with the property tax levy; and

WHEREAS, the \$242,149 in revenue, related to Discovery Reform, was not included in the 2021 Budget and a portion of the funds can therefore be appropriated for continued investment in the Discovery Reform process, by funding additional salaries in the District Attorney’s office and the E-911 Department; now therefore be it

RESOLVED, that the following budget lines are increased in the 2021 budget:

A1165 DISTRICT ATTORNEY

REVENUE A11650 43075 STATE AID.... \$72,625

EXPENDITURES-PERSONAL SERVICESFRINGE

A11651 51001 SAL-FT.....	\$ 5,000 FT Salary
A11651 51001 SAL-PT.....	\$ 50,000 (PT Conf Inv/245 Disc Inv)
A11651 51003 SAL-OT.....	\$ 1,000 (Grand Jury Reporter)
A11651 58001 SOC SEC.....	\$ 4,284
A11651 58002 RETIREMENT....	<u>\$ 510</u>
SUBTOTAL.....	\$ 60,794

EXPENDITURES-CONTRACTUAL ACCOUNTS

A11654 54059 PROF SERVICES....	\$3,000
A11654 54224 MINOR EQUIP.....	<u>\$3,000</u>
SUBTOTAL.....	\$6,000

A3020 E-911

EXPENDITURES-PERSONAL SERVICESFRINGE

A30201-51001 SAL-FT.....	\$ 2,000
A30201-58001 SOC SEC.....	\$ 153
A30201 58003 HLTH INS.....	\$ 3,480
A30201 58004 DENTAL INS.....	<u>\$ 198</u>
SUBTOTAL.....	\$5,831

and it is further

RESOLVED, that the Cayuga County Treasurer is hereby authorized and directed to make such necessary journal entries to accomplish the foregoing.

Judicial & Public Safety Committee

Ways & Means Committee

Benjamin Vitale, Chair

Keith Batman, Chair

Keith Batman

Elane Daly

Elane Daly

Ryan Foley

Michael Didio

Christopher Petrus

Timothy C. Lattimore

Paul Pinckney

Heidi A. Nightengale

Benjamin Vitale

Hans Pecher

Tucker Whitman

Co. Atty: _____