



AGENDA
WAYS & MEANS COMMITTEE
Tuesday, October 19, 2021, 5:30PM
Live Link: <https://youtu.be/AnjFMkmeyrU>

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: September 21, 2021

APPOINTMENTS: None

DEPARTMENT UPDATES FOR COMMITTEE:

- **Jennifer Indelicato (Real Property) –**
 - Thank you for appointing me as Director of Real Property Services last month, I truly appreciate all for your support. I have been getting acquainted with the office and staff. The staff has been wonderful in answering questions and showing me where to find pertinent information.
 - I will be attending the virtual Real Property Directors Fall Conference from October 18-20.
 - Courtesy apportionment of school tax bills and corrections of errors processed.
 - RPS database maintenance in preparation for Town/County tax bills (transition assessments for State Owned Land; equalization tables updated)
 - Exemption renewals have been processed for all towns.
 - In the process of adding 3,348 parcels to the Ag District.

- **Jim Orman (Treasurer) -**
 - Our office has been very busy beginning the detailed work to transition the Finance Office to its own separate office. This has involved Buildings and Grounds removing several heavy loads of file cabinets to make room for the new office stations for tax collection. Jeff and Paul (from Buildings and Grounds) did a fantastic job with this along with Ed Eberhardt.
 - Next we worked with IT to remove old cable that has accumulated over 30 years. Jodie Nickerson was in over the Columbus Day holiday to accomplish this. She did a great job with this and has been a super partner during this process. Tom Bunn has been a great resource with this and we look forward to completing the process with him and Jodie over the next few months.
 - We have also met with Civil Service. The positions that were in the financial side of the Treasurer's Office have to be reviewed and certified to be placed into the new Finance Office. Mary Beth, Mike Russell and Colleen Lombardi have been working very closely to insure this is done within the confines of NYS and County Civil Service regulations.
 - I would like to commend all of the above very highly for coming together and working as one to insure this transition is completed as smoothly as possible and within the all of the code and legal and procedural guidelines. Our goal is to have everything in place well before the new fiscal year to insure a beneficial transition to all.

- **Mary Beth Leeson (Finance) -**
 - The support of the Cayuga County Legislature in establish the Finance Department is greatly appreciated and we look forward to the improvements that can be made to our current financial policies, procedures and reporting. Collaboration between departments, as we transition to a County Finance Department has been great. The County Treasurer and I have been working with Buildings, Information Technology, and Human Resources to begin transitioning our space and our personnel to the Finance Department. I am so grateful for the support of all of these departments.
 - Within the next week, I will be distributing our financial report through 09/30/2021. We continue with strong budget performance through the 3rd quarter.
 - Crystal Gibson (Junior Accountant) and I have begun work with departments to "inventory" our fixed assets. This is a large undertaking, but a necessary one. We are hoping to provide more accurate reports to our auditors by year end. We are also in the process of implementation of GASB 87, which requires all leased assets to be depreciated. This implementation must be complete prior to December 31, 2021. Our current fixed asset software does not have the capability to implement this.

• **Colleen Lombardi (Human Resources/Civil Service) –**

YEAR-TO-DATE COMBINED TRANSACTIONS:

County Departments: 866
 Total Transactions: 2,748

COUNTY APPLICATIONS:

	<u>2021</u>	<u>2020</u>	
Male		30	19
Female		68	26
No Response	7	3	
White		87	35
Minorities	3	8	
No Response	15	5	

TOWN/VLG./SCHOOL DIST. APPLICATIONS:

	<u>2021</u>	<u>2020</u>
Male	9	18
Female	37	58
No Response	15	30
White	44	65
Minorities	1	7
No Response	16	34

EXAM SEPTEMBER 18, 2021:

Custodian	
Male	6
Female	0
No Response	6
White	5
Minorities	1
No Response	6

EXAM SEPTEMBER 18, 2021:

Senior Typist	
Male	0
Female	7
No Response	0
White	7
Minorities	0
No Response	0

- The HR Team is working efficiently and effectively during this time of transition
- Michael Russell has been assisting with various County departmental restructures, and assisting the Deputy HR Administrator with guidance during this time of transition.
- Working on several legal items with outside counsel
- COVID sick leave protocols were established and communicated to all County personnel
- Pandemic Operational Plan still being reviewed with core staff members
- NYS COVID Mandates for vaccination will affect Cayuga County Department of Health employees.
- Mandatory Training for all employees is well underway
- Mary Beth Leeson appointed Director of Finance per Resolution #269-21 on 9/28/2021
- Jennifer Indelicato appointed Director of Real Property Tax Services per Resolution #270-21 on 9/28/2021
- Director of Weights and Measures position in active interview stage

RESOLUTIONS:

WAYS & MEANS:

- 10-21-WM-1 Resolution authorizing the cancellation of penalty and interest of \$426.15 on Tax Map Number 83.00-2-45 in the Town of Brutus
- 10-21-WM-2 Authorize the closing of a Capital “H” project

HEALTH & HUMAN SERVICES:

- 10-21-HH-1 Authorization to accept additional funding from the NYS Office for Aging (NYSOFA) for Unmet Needs
- 10-21-HH-2 Authorizing the Public Health Director to fill a PT Lactation Peer Counselor Position in the Health Department’s WIC Program
- 10-21-HH-3 Authorizing the Chairman of the Legislature and the Public Health Director to enter into a contract with NYS for the Bike/Pedestrian/Wheelsport Safety Program
- 10-21-HH-4 Authorizing the Cayuga County Legislature and the Public Health Director to enter into contract and accept funding for the COVID Vaccine Response from New York State Department of Health
- 10-21-HH-5 Authorizing the Public Health Director to fill a WIC Nutrition Assistant position due to a resignation.
- 10-21-HH-6 Authorizing the Director of Community Services to fill a Caseworker Position in the Department of Social Services.
- 10-21-HH-7 Authorizing the Director of Community Services to Fill a Human Services Examiner Position in the Daycare Unit of Social Services
- 10-21-HH-8 Authorizing the Director of Community Services to fill a Senior Caseworker Position in the Department of Social Services.
- 10-21-HH-9 Authorizing the Director of Community Services to fill a Transportation Aide Position on a PT basis in the Department of Social Services.
- 10-21-HH-10 Amending the Mental Health 2021 Budget to adjust State Aid funding for Contract Agencies
- 10-21-HH-11 To adopt Local Law No. ____ for 2021, repealing Local Law No. 5 of 2014 and establishing the positions of Commissioner of Social Services and Director of Community Services

GOVERNMENT OPERATIONS: None

PLANNING: None

PUBLIC WORKS:

- 10-21-PW-1 Authorization to fill Motor Equipment Operator Medium position in the County Highway Department due to the resignation of a former employee
- 10-21-PW-2 Authorizing the Highway Superintendent and Chairperson of the Legislature to enter in to agreements with various agencies for fuel and maintenance
- 10-21-PW-3 Authorization to purchase 5065 utility tractor and broom
- 10-21-PW-4 Authorization to enter in to a two (2) year Snow and Ice Agreement with NYS DOT for snow removal on State Highways
- 10-21-PW-5 Cayuga County Water and Sewer Authority funds for SEQR related to County Wide Water & Sewer Project
- 10-21-PW-6 Appointing Kyle Laukaitis as the Director of Weights and Measures

JUDICIAL & PUBLIC SAFETY:

- 10-21-JP-1 Authorizing a transfer from the General Fund to the Coroner's Department to cover Medical Examiner Charges
- 10-21-JP-2 Authorizing the District Attorney to fill FT Assistant District Attorney Vacancy in the District Attorney's Office
- 10-21-JP-3 Authorizing the Chair of the Cayuga County Legislature and the Sheriff to enter into an Agreement with NICK'S RIDE 4 FRIENDS, INC. to provide peer counseling services to victims of overdose.
- 10-21-JP-4 Authorize the Sheriff to create and fill a Senior Account Clerk position and abolish an Account Clerk Typist position within the Cayuga County Sheriff's Office
- 10-21-JP-5 Authorize the Sheriff to fill three (3) vacant Sheriff Custody Officer Positions in the Custody Division of the Cayuga County Sheriff's Office
- 10-21-JP-6 Authorizing the Chair of the Legislature to accept a grant from the New York State Governor's Traffic Safety Committee
- 10-21-JP-7 Authorize the creation of a temporary leave bank for a Cayuga County Sheriff's Employee
- 10-21-JP-8 **(Added 10/19/21)** Resolution authorizing the Chair of the Cayuga County Legislature and the Cayuga County Sheriff to extend a contract with East Hill Family Medical to provide nursing staff referrals for the Jail Medical Division.

ADJOURNMENT: Tuesday, November 16, 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. _____

10/26/21

LEG cancel penalty & interest

Resolution authorizing the cancellation of penalty and interest of \$426.15 on Tax Map Number 83.00-2-45 in the Town of Brutus

By: Christopher Petrus, Legislator, District #4
 Keith Batman, Chair, Ways and Means Committee

WHEREAS, New York State Real Property Tax Law Section 1182 permits the cancellation or reduction of interest, penalties and other charges if the governing body determines that it is in the best interests of the tax district and passes a resolution to authorize the enforcing officer to permit the cancellation in part or in whole of any interest, penalty or other charges; and

WHEREAS, extenuating circumstances have come to light regarding a parcel in the Town of Brutus, Tax Map Number 83.00-2-45, commonly known as 2795 Ross Dr; and

WHEREAS, the owner, Carol Waterman, has requested the penalty and interest be canceled and refunded; and

WHEREAS, the 2021 Town & County property taxes were paid in full on May 27, 2021, including penalty and interest of \$426.15; now therefore be it

Tax Year	Penalty	Interest	Total
2021	\$231.56	\$194.59	\$426.15
DLQT			

RESOLVED, that the Cayuga County Legislature finds it to be in the best interests of the county to cancel penalty and interest in the amount of \$426.15 on Tax Map Number 83.00-2-45 in the Town of Brutus; and be it further

RESOLVED, that the Cayuga County Legislature authorizes the Cayuga County Treasurer to refund payment of the aforementioned penalty and interest.

RESOLUTION NO. _____

10/26/21

TRE Close Capital Proj

Authorize the closing of a Capital “H” project

BY: Mr. Keith Batman, Chair, Ways and Means Committee

WHEREAS, presently Capital “H” Project 11-02 Owasco Flats, that has been designated as complete by this Committee; and

WHEREAS, all funds associated with Capital “H” Project 11-02 Owasco Flats, has been expended; therefore be it;

RESOLVED, that the County Treasurer is hereby authorized to close Capital “H” Project 11-02 Owasco Flats; and be it further

RESOLVED, that the Treasurer make the journal and accounting entries necessary to accomplish the foregoing.

RESOLUTION NO. _____

10/26/21

SHR Contract Ext. Jail Nursing East Hill

Resolution authorizing the Chair of the Cayuga County Legislature and the Cayuga County Sheriff to extend a contract with East Hill Family Medical to provide nursing staff referrals for the Jail Medical Division.

BY: Ben Vitale, Chairman of the Judicial & Public Safety Committee
Keith Batman, Chairman of the Ways & Means Committee

WHEREAS, the Cayuga County Jail is mandated by the New York State Commission of Correction to provide medical care for inmates at the Cayuga County Jail; and

WHEREAS, this medical care is provided by three (3) fulltime registered nursing staff employed by the Cayuga County Sheriff's Office and assigned to the jail under the supervision of the jail physician; and

WHEREAS, a shortage of qualified Registered Nursing applicants has created challenges in maintaining full time nursing coverage in the jail with one position currently open and thereby leaving the jail without adequate nursing staff to maintain 24-hour medical care for the inmate population 7 days per week; and

WHEREAS, attempts to recruit full-time nursing staff to fill this open position to date has not resulted in any new hire due in part to a critical lack of qualified nursing applicants; and

WHEREAS, East Hill Family Medical is a local not-for-profit health care provider that has the ability to refer Licensed Practical Nurses (LPN's) employed by East Hill to the Sheriff's Office for temporary hire; and

WHEREAS, East Hill Family Medical has provided qualified nursing staff to supplement nursing coverage at the Cayuga County Jail since July 19th of 2021 per a written agreement that expired on October 18th of 2021 by providing referrals for Licensed Practical Nurses to be considered for temporary employment at the Cayuga County Jail for a referral fee of \$100.00 per week to provide critical nursing care; and

WHEREAS, the Sheriff's Office has an immediate need to extend the contract to maintain the temporary use of part time LPN's to provide said mandated care; now therefore, be it

RESOLVED, that the Chair of the Cayuga County Legislature and the Cayuga County Sheriff be authorized to take the necessary steps to extend the contract with East Hill Family Medical to provide nursing referrals from East Hill staff at a cost of \$100.00 per week for an additional contract term of three (3) months; and be it further

RESOLVED, that the Sheriff's budget be amended to pay for said contract services by transferring the necessary funding from the full-time Jail Salaries line (A31501-51001) to the Jail Contractual Agreement line (A31504-54118); and be it further

RESOLVED, that the Treasurer make any and all journal and accounting entries necessary to accomplish the forgoing; and be it further

RESOLVED, that this resolution shall take effect immediately.