



AGENDA
WAYS & MEANS COMMITTEE
Tuesday, August 18, 2020, 5:30PM
Live Link: <https://youtu.be/w4eNbkZQHwQ>

CALL TO ORDER: By Hon. Christopher Petrus, Chair

MEMBERS: Legislators Keith Batman, Elane Daly, Ryan Foley, Hans Pecher (Vice Chair), Ben Vitale, and Tucker Whitman

MINUTES TO APPROVE: July 21, 2020

APPOINTMENTS: None

DEPARTMENT UPDATES FOR COMMITTEE:

- **Kelly Anderson (Real Property) – No updates**

- **Jim Orman (Treasurer) –**
 - A. Mary Beth is continuing to train MUNIS users on the upgrade to financial system. This is a very time consuming process but should be worth it in the long run. It will make the entire financial accounting process more efficient.
 - B. Jennie and her team are to be commended trying to keep the tax collection process current. All tax payments (including 2nd installments of the property tax bills) were received and recorded with no errors.
 - C. The auditing firm of Insero Inc. has been moving forward with the County audit. Mary Beth and her staff are to be commended for preparing information for Insero. In fact, Insero was very impressed of how well their requests were processed for them. We are also preparing for an RFP for auditing services for next year. Our current contract with Insero expires after this audit.

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

Year to Date Applicant Information

<u>Towns/Villages Applications January 1-July 31, 2020</u>	<u>County Applications January 1-July 31, 2020</u>
Total Applications: 208	Total Applications: 276
Males: 37.5%	Males: 59%
Female: 52.4%	Female: 40.2%
No Answer: 10.1	No Answer: .36%
Non-binary: 0	Non Binary: .44%
White: 71.2%	White: 84.4%
Minorities: 12%	Minorities: 7.6%
No Answer: 16.8%	No Answer: 8%

- All staff are taking their temperatures and answering daily questionnaires primarily electronically through QR codes and website.
- An I-Pad set up in the CEMO room for COB employees to utilize if they cannot do it on their phone.
- All Furloughed staff are back to work in the County
- All offsite locations are set up with the necessary equipment especially as they bring staff utilizing the Safety plan and Daily questionnaires with temperature checks
- Completed the August sessions of Mandatory Annual NY State Training as Zoom and in-person training. September dates are being finalized.
- Working through more guidelines as things change with executive orders along with Public Health
- Staff continue to rotate working remotely in the department

RESOLUTIONS:

WAYS & MEANS:

- 8-20-WM-1 Authorize to renew contract with RDS Services, LLC to review Retiree Drug Subsidy claims, for potential under claimed amounts
- 8-20-WM-2 Increasing the rate of taxes on sales and uses of tangible personal property and of certain services, and on occupancy of hotel rooms and amusement charges, pursuant to Article 29 of the Tax Law of the State of New York.
- 8-20-WM-3 Authorize the Purchasing Director and Chairperson of the Cayuga County Legislature to request bids for auditing services

HEALTH & HUMAN SERVICES:

- 8-20-HH-1 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
- 8-20-HH-2 Authorizing the Public Health Director to enter into 5 year agreements with colleges or universities for public health and/or nursing student interns
- 8-20-HH-3 Amending the Mental Health 2020 Budget to adjust State Aid funding for certain Contract Agencies
- 8-20-HH-4 Authorizing the creation of a temporary leave bank for a Cayuga County Department of Social Services Employee
- 8-20-HH-5 Authorizing the Director of Community Services to fill 4 FT Caseworker Positions in the Child Welfare Services Units of the Department of Social Services
- 8-20-HH-6 Authorizing the Director of Community Services to fill 4 FT Clerk (Seasonal) Positions in the HEAP Unit of the Department of Social Services
- 8-20-HH-7 Authorizing the Chairman of the Legislature to create and the Director of Community Services to fill a Sr. Social Welfare Examiner position and abolish a Clerk position in the Department of Social Services
- 8-20-HH-8 Authorizing the Public Health Director to fill 2 PT Lactation Peer Counselor Positions in the Health Department's WIC Program
- 8-20-HH-9 **(REVISED 8/17/20)** Authorizing the Cayuga County Legislature to create and the Public Health Director to fill three (3) Health Screening Assistant position in the Public Health Department
- 8-20-HH-10 Authorize the filling of one (1) full-time Staff Social Worker (CMH) position at the Community Mental Center of Cayuga County due to a resignation
- 8-20-HH-11 Authorize the create and filling of one (1) full-time Staff Social Worker (CMH) position at the Community Mental Health Center of Cayuga County and unfunding one (1) Community Mental Health Professional

GOVERNMENT OPERATIONS:

- 8-20-GO-1 Amending the Cayuga County Policy Manual, Section 41 (Resolution Procedure) to require Reserve Fund Balance Reporting upon submissions proposing appropriations from Reserve Funds

PLANNING:

- 8-20-PL-1 Designating the Cayuga County Convention and Visitors Bureau ("CCCVB") as the Cayuga County Tourism Promotion Agency ("CCTPA") for New York State Grant Funding for the 2021 State Program Year and Designating the Program Project Director.

PUBLIC WORKS:

- 8-20-PW-1 **(AMENDED)** Authorizing the Replacement of the backup generator serving the Public Safety Building and appropriate necessary funds from the Building Repair Reserve

8-20-PW-2 Authorizing the Chair of the Cayuga County Legislature to sign an agreement for the cleaning of two county buildings the Cayuga County Courthouse and the Historic Post Office

JUDICIAL & PUBLIC SAFETY:

8-20-JP-1 Authorization the Chairperson of the Legislature to sign a one year contract with Eaton Corporation for the maintenance of the UPS at the E-911 Backup Center

8-20-JP-2 Authorize the Sheriff of Cayuga County to appoint a new Confidential Secretary to the Sheriff

8-20-JP-3 **(ADDED 8/14/20)** Setting the salary for the position of Director of Emergency Services to \$65,000.00

ADJOURNMENT: Tuesday, September 15, 2020

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. _____ 08-25-20

TRE RDS Services, LLC

Authorize to renew contract with RDS Services, LLC to review Retiree Drug Subsidy claims, for potential under claimed amounts.

BY: Mr. Christopher Petrus, Chair, Ways and Means Committee

WHEREAS, the County currently participates in the Retiree Drug Subsidy program with the Centers for Medicare and Medicaid Services through an arrangement with USI Insurance Services, as part of our Benefits Consulting arrangement; and

WHEREAS, the County contracted with RDS Services, LLC in 2019 to reopen four years of County subsidy applications to determine eligibility for additional rebates and has successfully recovered additional sums; and

WHEREAS, the County pays RDS Services, LLC on a contingency basis, 25% of any additional Retiree Drug Subsidy recovered through the arrangement; and

WHEREAS, the current agreement expires on October 31, 2020 and the county wishes to continue the current relationship, now therefore be it

RESOLVED, that the Chairman of the Legislature is hereby authorized to execute and deliver a renewal agreement with RDS Services LLC, for the period of November 1, 2020 through October 31, 2021, subject to County Attorney approval as to form.

Ways & Means Committee

Christopher Petrus, Chair

Keith Batman

Elane Daly

Ryan Foley

Hans Pecher

Benjamin Vitale

Tucker Whitman

Co. Atty: _____

INCREASING THE RATE OF TAXES ON SALES AND USES OF TANGIBLE PERSONAL PROPERTY AND OF CERTAIN SERVICES, AND ON OCCUPANCY OF HOTEL ROOMS AND AMUSEMENT CHARGES, PURSUANT TO ARTICLE 29 OF THE TAX LAW OF THE STATE OF NEW YORK.

BY: Hon. Christopher Petrus, Chair, Ways & Means Committee

Be it enacted by the County Legislature of the County of Cayuga, as follows:

SECTION 1. The first sentence of Section two of Resolution No. 40 as enacted in nineteen hundred sixty eight, as amended, is amended to read as follows:

Section 2. Imposition of sales tax.

On and after June 1, 1968, there is hereby imposed and there shall be paid a tax of three percent upon, and for the period commencing September 1, 1992, and ending November 30, 2023, there is hereby imposed and there shall be paid an additional tax of one percent upon:

SECTION 2. Subdivision (f) of Section three of Resolution No. 40 entitled "Imposition of Sales Tax" as enacted in nineteen hundred sixty-eight, as amended, is amended to read as follows:

(f) With respect to the additional tax of one percent imposed for the period commencing September 1, 1992, and ending November 30, 2023, the provisions of subdivisions (a), (b), (c), (d) and (e) of this Section apply, except that for the purposes of this subdivision, all references in said subdivisions (a), (b), (c) and (d) to an effective date shall be read as referring to September 1, 1992, all references in said subdivision (a) to the date four months prior to the effective date shall be read as referring to May 1, 1992, and the reference in subdivision (b) to the date immediately preceding the effective date shall be read as referring to August 31, 1992. Nothing herein shall be deemed to exempt from tax at the rate in effect prior to September 1, 1992, any transaction which may not be subject to the additional tax imposed effective on that date.

SECTION 3. Section four of Resolution No. 40 as enacted in nineteen hundred sixty eight, as amended, is amended to read as follows:

Section 4. Imposition of compensating use tax.

(a) Except to the extent that property or services have already been or will be subject to the sales tax under this enactment, there is hereby imposed on every person a use tax for the use within this taxing jurisdiction on and after September 1, 1992, except as otherwise exempted under this enactment, (A) of any tangible personal property purchased at retail, (B) of any tangible personal property (other than computer software used by the author or other creator) manufactured, processed or assembled by the user, (i) if items of the same kind of tangible personal property are offered for sale by him in the regular course of business or (ii) if items are used as such or incorporated into a structure, building or real property, by a contractor, subcontractor or repairman in erecting structures or buildings, or building on, or otherwise adding to, altering, improving, maintaining, servicing or repairing real property, property or land, as the terms real property, property or land are defined in the real property tax law, if items of the same kind are not offered for sale as such by such contractor, subcontractor or repairman or other user in the regular course of business, (C) of any of the services described in paragraphs (1), (7) and (8) of subdivision (c) of Section two, (D) of any tangible personal property, however acquired, where not acquired for purposes of resale, upon which

any of the services described under paragraphs (2), (3) and (7) of subdivision (c) of Section two have been performed, (E) of any telephone answering service described in subdivision (b) of Section two and (F) of any computer software written or otherwise created by the user if the user offers software of a similar kind for sale as such or as a component part of other property in the regular course of business.(b) For purposes of clause (A) of subdivision (a) of this Section, for the period commencing September 1, 1992, and ending November 30, 2023, the tax shall be at the rate of four percent, and on and after December 1, 2023, the tax shall be at the rate of three percent, of the consideration given or contracted to be given for such property, or for the use of such property, including any charges for shipping or delivery as described in paragraph three of subdivision (b) of Section one, but excluding any credit for tangible personal property accepted in part payment and intended for resale.(c) For purposes of sub-clause (i) of clause (B) of subdivision (a) of this Section, for the period commencing September 1, 1992, and ending November 30, 2023, the tax shall be at the rate of four percent, and on and after December 1, 2023, the tax shall be at the rate of three percent, of the price at which items of the same kind of tangible personal property are offered for sale by the user, and the mere storage, keeping, retention or withdrawal from storage of tangible personal property by the person who manufactured, processed or assembled such property shall not be deemed a taxable use by him.(d) For purposes of sub-clause (ii) of clause (B) of subdivision (a) of this Section, for the period commencing September 1, 1992, and ending November 30, 2023, the tax shall be at the rate of four percent, and on and after December 1, 2023, the tax shall be at the rate of three percent, of the consideration given or contracted to be given for the tangible personal property manufactured, processed or assembled into the tangible personal property the use of which is subject to tax, including any charges for shipping or delivery as described in paragraph three of subdivision (b) of Section one.(e) Notwithstanding the foregoing provisions of this Section, for purposes of clause (B) of subdivision (a) of this Section, there shall be no tax on any portion of such price which represents the value added by the user to tangible personal property which he fabricates and installs to the specifications of an addition or capital improvement to real property, property or land, as the terms real property, property or land are defined in the real property tax law, over and above the prevailing normal purchase price prior to such fabrication of such tangible personal property which a manufacturer, producer or assembler would charge an unrelated contractor who similarly fabricated and installed such tangible personal property to the specifications of an addition or capital improvement to such real property, property or land.(f) For purposes of clauses (C), (D) and (E) of subdivision (a) of this Section, for the period commencing September 1, 1992, and ending November 30, 2023, the tax shall be at the rate of four percent, and on and after December 1, 2023, the tax shall be at the rate of three percent, of the consideration given or contracted to be given for the service, including the consideration for any tangible personal property transferred in conjunction with the performance of the service and also including any charges for shipping and delivery of the property so transferred and of the tangible personal property upon which the service was performed as such charges are described in paragraph three of subdivision (b) of Section one.(g) For purposes of clause (F) of subdivision (a) of this Section, for the period commencing September 1, 1992, and ending November 30, 2023, the tax shall be at the rate of four percent, and on and after December 1, 2023, the tax shall be at the rate of three percent, of the consideration given or contracted to be given for the tangible personal property which constitutes the blank medium, such as disks or tapes, used in conjunction with the software, or for the use of such property, and the mere storage, keeping, retention or withdrawal from storage of computer software described in such clause (F) by its author or other creator shall not be deemed a taxable use by such person.

SECTION 4. Paragraph (B) of subdivision 1 of Section 11 of Resolution No. 40 as enacted in nineteen hundred sixty-eight, as amended, is amended to read as follows:

(B) With respect to the additional tax of one percent imposed for the period beginning September 1, 1992, and ending November 30, 2023, in respect to the use of property used by the purchaser in this County prior to September 1, 1992.

SECTION 5. Subdivision b of Section 14 of Resolution No. 40 as enacted in nineteen hundred sixty-eight, as amended, is amended to read as follows:

(b) Except as provided in subdivision (c) of this Section, net collections distributed to the County by the State Comptroller attributable to the additional one percent rate of sales and compensating use taxes imposed for the period beginning September 1, 1992, and ending November 30, 2023, are set aside for County purposes and shall be available for any County purpose.

SECTION 6. This enactment shall take effect December 1, 2020.

Ways & Means Committee

Christopher Petrus, Chair

Keith Batman

Elane Daly

Ryan Foley

Hans Pecher

Benjamin Vitale

Tucker Whitman

RESOLUTION NO. _____

8/25/20

PUR RFP Auditing Services

Authorize the Purchasing Director and Chairperson of the Cayuga County Legislature to request bids for auditing services

BY: Mr. Christopher Petrus, Chair, Ways and Means Committee

WHEREAS, the County is required to have an Audit of Financial Statements, including Schedule of Expenditures of Federal Awards, and the Certification of the Medicaid Cost Report for Cayuga County Community Mental Health Center,

WHEREAS, the current contract for auditing services was for the years ending December 31, 2015, 2016, 2017, 2018, and 2019, and has now expired;

WHEREAS, under the current purchasing policy the County is required to solicit bids for Auditing Services, now therefore be it

RESOLVED, that the Chairperson of the Cayuga County Legislature and the Purchasing Director, be and the same are hereby authorized and directed to take all steps necessary to solicit bids for auditing services including Audit of the Financial Statements, Schedule of Expenditures of Federal Awards and Certification of the Medicaid Cost Report for Cayuga County Community Mental Health Center, and be it further

RESOLVED, that upon receipt of such bid proposals, the Chairperson of the Cayuga County Legislature and the Purchasing Director will report to the Legislature with a recommendation to award the bid in accordance with the Cayuga County Purchasing Policy.

Ways & Means Committee

Christopher Petrus, Chair

Keith Batman

Elane Daly

Ryan Foley

Hans Pecher

Benjamin Vitale

Tucker Whitman

Co. Atty: RJG

RESOLUTION NO. _____ 8/25/2020 HD Create and Fill PT- Temporary Health Screening Asst. rev

Authorizing the Cayuga County Legislature to create and the Public Health Director to fill three (3) Health Screening Assistant position in the Public Health Department

By: Elane Daly, Chairperson of the Health and Human Services Committee
By: Christopher Petrus, Chairman of the Ways and Means Committee

WHEREAS, there is a need for health screeners during the current COVID-19 pandemic; and

WHEREAS, funding has been made available by the Cayuga County Legislature, in account A10124 54000, to fund emerging needs during the COVID 19 pandemic; and

WHEREAS, a New Position Duty Statement submitted to the Cayuga County Civil Service Commission was reviewed, and the commission determined that the job responsibilities are in line with the job duties of Health Screeners in the Competitive Class, and classified it as such; NOW THEREFORE BE IT,

RESOLVED, that the Cayuga County Legislature creates 3 Health Screening Assistant positions in the Cayuga County Public Health Department on a Part Time, Temporary basis, and be it further

RESOLVED, that the hourly rate for the Health Screening Assistant position will be set at \$16.00 in the Part II of the Cayuga County NB Compensation plan, and be it further,

RESOLVED, that the Health Screening Assistant positions will be abolished when they are vacant due to the exhaustion of funds, and be it further

RESOLVED, that the treasurer is authorized to transfer funds from the Covid account A10124 54000 to the health dept account A40101 51002, as needed in order to cover the cost of these Part Time positions.

Health and Human Services Committee

Elane Daly, Chair

Michael Didio

Tricia Kerr

Timothy Lattimore

Hans Pecher

Heidi Nightengale

Charlie Ripley

Co. Atty: _____

RESOLUTION NO. _____

8/25/2020

Bld Replace Backup Generator PSB Rev3

AUTHORIZING THE REPLACEMENT OF THE BACKUP GENERATOR SERVING THE PUBLIC SAFETY BUILDING AND APPROPRIATE NECESSARY FUNDS FROM THE BUILDING REPAIR RESERVE

By: Hon. Tucker Whitman, Public Works Chairperson
Hon. Christopher Petrus, Ways and Means Chairperson

WHEREAS, the current backup generator system serving the Public Safety Building is 30 years old and parts are becoming difficult to find; and

WHEREAS, the Sheriff, the 911 Administrator, the Building Maintenance Supervisor and the Superintendent of Buildings and Grounds all agree the generator should be replaced before it fails; and

WHEREAS, per county purchasing policy the Purchasing Department issued ITB 2020-11 asking for bids to replace the generator system and bids were opened July 2, the low bidder being Integrated Power Supplies, 1025 Rush Henrietta Townline Road, Rush, NY 14543 with a bid of \$337,196.64;

WHEREAS, the County E911 Department has available \$175,000 through grant funding which can be used toward the cost of a new generator; and

WHEREAS, the Cayuga County Building Repair Reserve currently has a balance of \$752,506.93; and

WHEREAS, the Cayuga County Legislature held a public hearing on August 25, 2020, in accordance with N.Y. Gen. Mun. Law § 6-d, in anticipation of authorizing the additional funds beyond those available through grant funding to be paid from the Building Repair Reserve Account A18400, the Legislature has determined that this repair does not recur annually or less frequently, and that it fall within the purpose for which the Building Repair Reserve was established; now, therefore, be it; now therefore be it

RESOLVED, that the Chair of Legislature is authorized to sign any necessary documents to carry out the intent of this resolution subject to the approval of the County Attorney as to form; and be it further

RESOLVED, that the Budget Director and County Treasurer are hereby authorized and directed to transfer \$162,196.64 to account A30204-54063 from to carry out the intent of this resolution.

Public Works Committee

Ways & Means Committee

Tucker Whitman, Chair

Christopher Petrus, Chair

Andy Dennison

Keith Batman

Ryan Foley

Elane Daly

Timothy Lattimore

Ryan Foley

Hans Pecher

Hans Pecher

Paul Pinckney

Benjamin Vitale

Benjamin Vitale

Tucker Whitman

Co. Atty: _____

RESOLUTION NO. _____

8/25/20

EMO Set Salary Dep Dir

SETTING THE SALARY FOR THE POSITION OF DIRECTOR OF EMERGENCY SERVICES TO \$65,000.00

BY: Hon. Hans Pecher, Chair, Judicial & Public Safety Committee
Hon. Christopher Petrus, Chair, Ways & Means Committee

WHEREAS, the Director of Emergency Services (“Director”) is a critical position within county government, particularly in light of the current COVID-19 pandemic; and

WHEREAS, the Director has resigned her position with Cayuga County; and

WHEREAS, the duties associated with the position of Deputy Director of Emergency Management Services (“Deputy”) include fulfilling the duties of the Director during the vacancy of the Director; and

WHEREAS, the Legislature recognizes that the Deputy, while serving as acting Director, will assume additional responsibilities and that in doing so, should be compensated at a director-level rate of pay; now, therefore, be it

RESOLVED, that the Cayuga County Legislature sets the salary for the Deputy Director of Emergency Management Services at a biweekly rate of \$2,480.9158 (\$65,000 annualized) until such time as the position of Director of Emergency Services is no longer vacant; and be it further

RESOLVED, that the salary of the Deputy Director of Emergency Management Services shall be restored to its current level upon the filling the Director of Emergency Management position; and be it further

RESOLVED, that the Deputy shall have all the powers and duties of the Director during such time as the position of Director is vacant.

Judicial & Public Safety

Ways & Means Committee

Hans Pecher, Chair

Christopher Petrus, Chair

Keith Batman

Keith Batman

Elane Daly

Elane Daly

Michael Didio

Ryan Foley

Heidi Nightengale

Hans Pecher

Charlie Ripley

Benjamin Vitale

Tucker Whitman

Tucker Whitman

Co. Atty: _____