



MINUTES
WAYS & MEANS COMMITTEE
Wednesday, January 18, 2023, 5:30PM
Live Link: <https://youtu.be/cHFPAagqbNQ>

CALL TO ORDER: By Hon. Hans Pecher, Chair

MEMBERS: Legislators James Basile, Elane Daly, Andy Dennison, Chris Petrus, Robert Shea and Mark Strong

OTHERS: Chair of the Legislature David Gould and Legislators Heidi Nightengale, Michael Didio and Christina Calarco, HR Administrator Diann Ferris, Real Property Director Jennifer Indelicato, County Treasurer David Dempsey, Budget Director Lynn Marinelli, Assistant County Attorney Fred Westphal, Chief Assistant County Attorney Rich Graham, Public Health Director Kathleen Cuddy, EMO Director Riley Shurtleff, Sheriff Brian Schenck, Assigned Counsel Director Lloyd Hoskins, Deputy Commissioner DSS Jennifer Marshall, Mental Health Director Lauren Walsh, Finance Director Grace Blowers, Probation Director Jay DeWispelaere, Buildings and Grounds Supervisor Gary Duckett and Deputy Clerk of the Legislature Amanda Morgan

MINUTES TO APPROVE: December 8, 2022, Motion by Shea, 2nd by Basile, all in favor.

APPOINTMENTS: None

DEPARTMENT UPDATES FOR COMMITTEE:

- **Jennifer Indelicato (Real Property) –**
 - Governor signed legislation impacting Real Property in December
 - Provide all local governments with the **option** to provide a property tax exemption of up to 10% of primary residence assessed value to volunteer firefighter and ambulance workers – primary residence must be in the district being served – local law required
 - Requires mailing of a second notice to all residential properties advising of senior citizen exemption
 - City of Auburn County tax preparation in in process for bills to go out 2/1/2023
 - Courtesy apportionment of Town & County tax bills and corrections of errors are being processed.
 - Year in Review:
 - Processed 2,443 property transfers (6.1% of the properties in the county); including 141 parcel splits and 68 merges.
 - Provided Assessment Services to 3 towns within the County (Moravia, Niles & Springport) under joint services agreements.
 - Worked with the County Treasurer’s office to facilitate the sale of 70 tax foreclosed parcels resulting in the collection of nearly \$1.8 million for the County to offset unpaid tax liens.
 - Generated tax bills for Town/County, City/County, Village and School purposes resulting in the levy of \$150.8 million in property taxes throughout the County.

Annual Revenue Generating Processes			
	Muni #	Parcels	Dollars
2022 Assessment Rolls			
Tentative & Final Rolls	23	30,664	
2023 Town County Taxes			
Town/County Tax Rolls & Bills	24	39,770	\$ 63,242,356.01
2022 Village Taxes			
Village Tax Rolls & Bills	9	4,084	\$ 2,566,973.96
2022 School Taxes			
School Tax Rolls & Bills	9	36,181	\$ 83,223,123.10
2022 Tax Foreclosure/Auction			
Repurchases/Redeemed		30	\$ 364,700.02
Sold at Auction		40	\$ 1,431,745.00
Total Municipal Revenue			\$ 150,828,898.09

- **David Dempsey (Treasurer) -**

- Continued collecting late 3rd quarterly Room Occupancy Tax and continued registration of new room tax vendors. Verified year-end amount to pay Tourism office their balance due. Currently collecting 4th quarter room tax returns and payments.
- Collection of Town/County taxes is now in full swing! Balancing town batches and entering them into our tax program is on-going. Many tax apportionments and tax corrections are also being done in our tax collection system.
- Worked with attorneys to review returned mailings for Petition for Tax Foreclosure Notice and Amended the Petition, and prepared spreadsheets for foreclosure process to seek alternative addresses from the Post Office. Legal advertising was also done in December. Posting of parcels list is being prepared also.
- Continued collection of taxes and writing installment agreements. Returned Auburn Enlarged City School taxes were added to tax program for collection of unpaid tax bills and notices were mailed.
- Met with Finance Department and Operations Manager about the return of bails procedures and other interoffice procedures.
- Continued signing of County vouchers for Finance department during their in transition. Also, continued change of signer on banking documents and renewed one CD. Continued to answer questions about sales tax distribution and abandoned funds.
- Set dates with various towns for meetings to continue open conversations with town boards to help to develop communications between their Tax collection specialists and our county team. This will ensure future collaboration and good will and a county Team approach. Meetings are planned for all towns this calendar year.
- Continued administration of estates by Treasurer with County Attorney’s office.

- **Grace Blowers (Finance) – No updates**

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

YEAR-TO-DATE COMBINED TRANSACTIONS:

County Departments: 2,525

Total Transactions: 5,241

COUNTY APPLICATIONS:

	<u>2022</u>	<u>2021</u>
Male	84	65
Female	147	197
No Response	16	21
White	202	233
Minorities	11	15
No Response	25	30
Hispanic	9	5

TOWN/VLG./SCHOOL DIST. APPLICATIONS:

	<u>2022</u>	<u>2021</u>
Male	32	29
Female	57	89
No Response	83	89
White	69	106
Minorities	8	4
No Response	90	96
Hispanic	5	1

EXAM INFORMATION:

There were 23 exams given during the months of October, November, and December.

Male	21
Female	52
No Response	2
White	72
Minorities	2
Hispanic	1
No Response	0

- We are working with various departments on their recruitment and hiring needs;
- Negotiations with CSEA continue;
- We are continuing to work with supervisors and department heads to ensure all employees have completed the Annual Training and Sexual Harassment Training;
- We are continuing to review and update several policies;
- Currently working on several employee issues with Counsel;
- Recruitment for a Grant Manager is continuing;
- We started recruiting for a Director of Purchasing.

RESOLUTIONS:

WAYS & MEANS:

- 1-23-WM-1 Authorize the Director of Finance to fill Accountant Position. **Motion by Petrus, 2nd by Daly, all in favor.**
- 1-23-WM-2 Authorizing the Human Resources Administrator to fill Senior HR Associate position in the Human Resources / Civil Service Department. **Motion by Daly, 2nd by Shea, all in favor.**
- 1-23-WM-3 Authorizing Correction of Tax Errors in the Town of Cato. **Motion by Shea, 2nd by Dennison, all in favor.**

HEALTH & HUMAN SERVICES:

- 1-23-HH-28 **(ADDED 1/28/23)** Authorization to amend Resolution No. 180-22, to extend the authorization to fill the position of Staff Social Worker (Position Control Number 5146) for and additional six (6) months. **Motion by Dennison, 2nd by Basile, all in favor.**

Motion by Petrus to bundle HH 1-27, 2nd by Dennison, all in favor.

- 1-23-HH-1 Authorizing the Public Health Director to fill a full-time public health nurse position within the Health Department
- 1-23-HH-2 Authorize the Director of Public Health to fill a Sr. Public Health Educator Position within the Health Department
- 1-23-HH-3 Authorizing the Public Health Director to fill one Supervising Nutritionist position in the WIC program
- 1-23-HH-4 Authorizing the Public Health Director to fill an Administrative Assistant position in the Public Health Department due to the reclassification of a principal typist position by the Civil Service Commission.
- 1-23-HH-5 Authorizing the Cayuga County Legislature and the Public Health Director to accept additional funding for the ELC School based grant
- 1-23-HH-6 Authorizing the Public Health Director and the Chair of the County Legislature to enter into contract with the VMC Transportation Group
- 1-23-HH-7 Amending the Department of Social Services' 2023 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
- 1-23-HH-8 Authorizing the Chair of the Legislature and the Commissioner of Social Services to Enter into a Contract with the County's Information Technology Department for Provision of Services
- 1-23-HH-9 Authorizing the Chair of the Legislature and the Commissioner of Social Services to Enter into a Contract with the Cayuga County Sheriff's Department to Provide Security and Transportation Services
- 1-23-HH-10 Authorizing the Chairman of the Legislature and the Commissioner of Social Services to Enter into a Contract with Catholic Charities to Provide SSI Maximization for Safety Net Assistance (SNA) and Temporary Assistance to Needy Families (TANF)
- 1-23-HH-11 Authorizing the Chairman of the Legislature and the Commissioner of Social Services to Enter into a Contract with Catholic Charities of the Finger Lakes to Provide Supervised Visitation Services for Clients Referred to them by the Department of Social Services
- 1-23-HH-12 Authorizing the Chairman of the Legislature and the Commissioner of Social Services to Enter into a Contract with Cayuga Centers for Family Preservation Program, Family Support Program, Enhanced Foster Parent Support Program, and MST.
- 1-23-HH-13 Authorizing the Chairman of the Legislature and the Commissioner of Social Services to Enter into a Contract with Children's Home of Wyoming Conference for the Recruitment, Training and Retention of Foster Parents

- 1-23-HH-14 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
- 1-23-HH-15 Authorizing the Chairman of the Legislature and the Commissioner of Social Services to Enter Into a Contract with Chapel House (Temporary Homeless Shelter for Men)
- 1-23-HH-16 Authorizing the Chairman of the Legislature and the Commissioner of Social Services to Enter into Contracts for Day Care Services
- 1-23-HH-17 Authorizing the Chair of the Legislature and Commissioner of Social Services to enter into a Support and Maintenance Agreement with Q-Matic Corporation for maintenance of software installed in Intake Unit of Department of Social Services
- 1-23-HH-18 Authorizing the Commissioner of Social Services to fill a Supervising Social Services Attorney Position in the Department of Social Services.
- 1-23-HH-19 Authorizing the Commissioner of Social Services to fill a Director of Administrative Services (DSS) Position in the Department of Social Services.
- 1-23-HH-20 Authorizing the Commissioner of Social Services to Fill three (3) Human Services Examiner Positions in the Department of Social Services
- 1-23-HH-21 Authorizing the Legislature to create and the Social Services Commissioner to fill a Senior Social Welfare Examiner (Grade 17) position and abolish a Principal Social Welfare Examiner (Grade 19) position in the Department of Social Services due to a retirement.
- 1-23-HH-22 Authorizing the Cayuga County Mental Health Department to accept Regional OMH State Aid and to pay various state aid contracts on behalf of the Central New York Director's Planning Group
- 1-23-HH-23 Authorize the filling of one vacant full-time Senior Clerk Position at the Mental Health Center due to a resignation
- 1-23-HH-24 Authorize the Chair of the Cayuga County Legislature and the Director of Community Services to enter into a contract for part-time psychiatric duties at the Community Mental Health Center
- 1-23-HH-25 Authorizing the Chairman of the County Legislature and the Director of the Office for the Aging to amend Resolution #498-22 to replace the wording "Cayuga County Administrator" with the wording "Chair of the Cayuga County Legislature".
- 1-23-HH-26 Authorizing the Public Health Director to fill the WIC Program Coordinator Position due to a vacancy
- 1-23-HH-27 Authorizing the Public Health Director to fill the Director of Community Health Services Position within the Health Department

End of bundle

GOVERNMENT OPERATIONS:

- 1-23-GO-1 Pension reporting Resolution for Elected and Appointed Officials. **Motion by Petrus, 2nd by Strong, all in favor except Dennison and Pecher.**

PLANNING:

- 1-23-PL-1 Authorization to create and fill the position of Associate Planner within the Planning and Economic Development Department and abolish one Senior Planner Position. **Motion by Petrus, 2nd by Basile, all in favor.**
- 1-23-PL-2 Approving a request from the Cayuga County Industrial Development Agency to allow an easement along the northerly side of Eagle Drive for the construction of a new sewer line and authorizing the Chair of the Cayuga County Legislature to execute a grant of right-of way and easement (sewer) agreement. **Motion by Dennison, 2nd by Basile, all in favor.**

PUBLIC WORKS:

Motion by Dennison to bundle PW 1, 2, 4-7, 9-13 & 15, 2nd by Petrus, all in favor.

- 1-23-PW-1 Authorizing the Buildings and Grounds Department to hire a part time Building Maintenance Mechanic to replace a part time Building Maintenance Mechanic who was promoted to full time.
- 1-23-PW-2 Authorization to extend bids
- 1-23-PW-4 Authorization to approve 2023 paving list
- 1-23-PW-5 Authorization to purchase Highway Equipment
- 1-23-PW-6 Authorization to approve 2023 surface treatment list
- 1-23-PW-7 Authorization to enter into a three-year license agreement with the Owasco Paddles, LLC to provide the service of renting kayaks, canoes, paddleboards and similar recreational equipment from Emerson Park Property
- 1-23-PW-9 Authorizing an increase in boat slip rental fees at Emerson Park
- 1-23-PW-10 Authorizing an increase in salary for the Part Time Cleaner, Parks and Trails Department
- 1-23-PW-11 Resolution to increase Parks & Trails facility rental rates
- 1-23-PW-12 Authorizing an agreement with the Friends of Emerson Park as promoter of the 2023 EPIC Concert Series
- 1-23-PW-13 Authorizing the suspension of the daily passenger car parking fee and the implementation of parking fees for contracted public events at Emerson Park for 2023
- 1-23-PW-15 Authorize an agreement to complete design and construction documentation for repairs at Emerson Park
- End of bundle**

- 1-23-PW-3 Authorization to fill Automotive Mechanic position in the County Highway Department. **Motion by Petrus, 2nd by Strong. Motion by Daly to amend to abolish the auto mechanic foreperson position, 2nd by Petrus. Discussion. Daly and Petrus withdraw motion to amend. All in favor of the resolution.**
- 1-23-PW-14 Authorizing the hiring of seasonal staff for the Parks & Trails Department for the 2023 season. **Motion by Daly, 2nd by Dennison, all in favor.**
- 1-23-PW-8 **(Moved to Planning PL-2)** Approving a request from the Cayuga County Industrial Development Agency to allow an easement along the northerly side of Eagle Drive for the construction of a new sewer line and authorizing the Chair of the Cayuga County Legislature to execute a grant of right-of way and easement (sewer) agreement

JUDICIAL & PUBLIC SAFETY:

Motion by Petrus to bundle JP 1-6, 2nd by Dennison, all in favor.

- 1-23-JP-1 Authorization to fill one full-time vacant Emergency Services Dispatcher Positions due to a resignation
- 1-23-JP-2 Appointing Administrator Indigent Defendants (PT) and setting the rate of compensation
- 1-23-JP-3 Authorizing the Chair of the Legislature to execute an approved 2022-2023 Criminal Justice Discovery Reform funding plan award for the amount of \$270,714
- 1-23-JP-4 Authorization to fill one (1) Account Clerk Typist title in the Cayuga County Probation Department
- 1-23-JP-5 Authorize the Chair of the Cayuga County Legislature and the Cayuga County Sheriff to enter into a contract with Johnson Controls for preventative maintenance, testings and service to the fire control system at the Public Safety Building
- 1-23-JP-6 Authorizing changes to the 2023 Cayuga County Compensation Plan to reflect salary increases of certain non-bargaining positions in the Cayuga County Sheriff's Office.

End of bundle

1-23-JP-7 Authorize the use of ARPA funds for the purchase of a Scene Support/Rehab Vehicle and the amendment of Resolutions No. 254-22 and 349-22.

Motion by Dennison to amend the title to read “Authorize the use of ARPA funds for the purchase of emergency scene lighting, and equipment for the Scene Support/Rehab Vehicle and the amendment of Resolutions No. 254-22 and 349-22”, 2nd by Basile, all in favor of amendment. Motion by Dennison on resolution as amended, 2nd by Petrus, all in favor of resolution as amended.

LEGISLATURE: (FOR INFORMATION ONLY)

1-23-LEG-2 Adopting a Local Law creating the Cayuga County Purchasing Department

1-23-LEG-3 Adopting a Local Law providing for salary increases for certain elected County Officers and Officials appointed for a fixed term, during their term

1-23-LEG-4 Resolution Calling for Study and Reform of New York State Civil Service System to Support Local Government Employee Recruitment

Motion by Dennison to adjourn at 6:10PM, 2nd by Petrus, all in favor.