



**MINUTES**  
**WAYS & MEANS COMMITTEE**  
**Tuesday, May 21, 2019, Chambers – 5:30PM**

**CALL TO ORDER:** By Hon. Joseph Bennett (Vice Chair) called the meeting to order at 5:30PM

**MEMBERS:** Legislators Joseph Bennett (Vice Chair), Elane Daly, Joseph DeForest, Ryan Foley, Christopher Petrus, and Paul Pinckney

**EXCUSED:**

**OTHERS:** Chair Tucker Whitman, Legislators Aileen McNabb-Coleman, Michael Didio, Charlie Ripley, Tim Lattimore, Ben Vitale, County Attorney Chris Palermo, County Administrator J. Justin Woods, Chief Assistant County Attorney Richard Graham, Interim IT Director Paul Bornemann, Planning Director Steve Lynch, IT Senior Technician Bryan Lamb, Public Health Director Kathleen Cuddy, Staff Development Supervisor Jennifer Marshall, 911 Administrator Denise Spingler, 911 Deputy Administrator Ben Guzalak, Real Property Director Kelly Anderson, County Treasurer Jim Orman, Deputy Treasurer Mary Beth Leeson, HR Administrator Michael Russell, Civil Service Commissioner Bruce Sherman, Onondaga County – Purchasing Andrew Trombley, Citizen Reporter Ryan Franklin, and Deputy Clerk of the Legislature Amanda Morgan

**MINUTES TO APPROVE: April 16, 2019, Motion by Petrus, 2<sup>nd</sup> by Foley, all in favor.**

**APPOINTMENTS: None**

**Motion by Daly to bundle JP 1-4, 2<sup>nd</sup> by Pinckney, all in favor.**

**JUDICIAL & PUBLIC SAFETY:**

- 5-19-JP-1 Authorizing the Sheriff to fill one vacant Deputy Sheriff Position in the Law Enforcement Division of the Cayuga County Sheriff's Office.
- 5-19-JP-2 Authorize the Cayuga County Sheriff and the Chairman of the Cayuga County Legislature to enter into a contract with Galls, LLC to supply uniforms to Cayuga County Custody and Patrol Officers
- 5-19-JP-3 Supporting the Human Resource/Civil Service Department and the Cayuga County Sheriff in efforts to facilitate the implementation of an SRO/SPO Program for school districts within the County
- 5-19-JP-4 **(Added 5/14/19)** Amending Resolution No. 153-19 from authorizing the Sheriff to fill one vacant Deputy Sheriff position to; Authorize the Sheriff to fill one Deputy Sheriff Sergeant position in the Law Enforcement Division of the Cayuga County Sheriff's Office

**DEPARTMENT UPDATES FOR COMMITTEE:**

- **Jim Orman (Treasurer) -**
  - As you know the County has an agreement with Bank of America to receive credit card rebates through the County's use of credit cards. The budget for this revenue is \$100,000. Our new employees, Crystal Gibson and Rachel Bailey, are very involved in this process. I am pleased to report the year-to-date revenue is \$105,953 with one more month to go before the year for this process is closed out.
  - Pam Landon, Payroll Supervisor, is completing her involvement with Leadership Cayuga. This is a great program for enrollees to get to know Cayuga County in depth.
  - I attended the Finance School in Syracuse in early May. In our Treasurer's meeting we were updated on a NYS bill currently being discussed that would take away our revenue from the foreclosure auction proceeds. I hope to have an update for you at Ways & Means.
  - Each year the County is required to submit a detailed accounting report to NYS called the Annual Update Document. The AUD involves weeks of compiling accounting data into categories and is due May 1. Mary

Beth Leeson leads this effort and is assisted by Melinda Kostreva, Jen Indelicato, Rachel Bailey and Crystal Gibson. This is an important report that the Comptroller uses to monitor the fiscal state of counties. The AUD was filed before the deadline and I would complement all for a job done well.

**PRESENTATIONS:**

- **Mary Beth Leeson – 1<sup>st</sup> quarter budget report – Attached**
- **Andrew Trombley re: Purchasing & Shared Services- Onondaga County - Attached**

**Daly asks about needing someone central in the organization needs to take a role even if there was a contract with Onondaga County.**

**Trombley says yes there are two different challenges. He says one is an operational challenge and getting people signed in with passwords and teaching them how to use the system, so there is a training element in the beginning that is labor intensive. He says they also need the central person if there is a policy hole, policy problem, and implementation. He says they are far enough away that it is hard for him to know there is a problem until it is already way too late.**

**Daly asks what level of employee would be needed. Trombley says a lot of it depends on what level the county would access service. He says the City of Syracuse keeps their RFPs and some of their Public Works bids internal and that may be something that is not subcontracted out. He says once the county defines the level of service they want to have then they can talk about who or what level. He says having someone in the organization that is of a policy advisor and enforcer.**

**Woods says if there is interest in pursuing this than what we will do is spend some time with Trombley on how we might scope this and looking at a possible municipal restructuring grant to facilitate it. Trombley says as a result of their program with Oswego they were able to secure a \$500,000.00 municipal restructuring grant through the Department of State, which was split between the three entities. He says that amount is based off of the dollar savings of what would have been spent, but for this grant or but for your consolidation. He has spoken with the Department of State and they would be able to come back if they do a different round and could come back if there is still interest on both sides because he still needs to speak with his boss. He says they could apply for a grant to pay for some of the transitions.**

**Woods says we would develop a potential scope of what this might look like, what is might cost, and what the grant options might be then bring it to the body for consideration.**

**Foley asks about what the services might cost. Trombley says he does not want to put a number on it here because he does not know.**

**Mahunik asks if it is the will of this committee to have them continue discussion and bring us updates and we will look at it over the course of the next 60 to 90 days.**

**Daly says and to scope out the possibilities of what the relationship might look like and maybe get some cost estimates. She asks what the grant covers. Trombley says the planning and implementation phase of the project and whatever costs are associated with it (i.e. staff costs, consultant costs, mileage). He says it is based on the savings over a period of time where they do a math formula and they spit out a dollar figure.**

**RESOLUTIONS:**

**WAYS & MEANS:**

5-19-WM-1 Adopting resolution to extend contract with Heritage Abstract to provide In Rem Tax Foreclosure Searches for an additional year. **Motion by Bennett, 2<sup>nd</sup> by Pinckney, all in favor.**

5-19-WM-2 Authorization to sign an amended agreement with the Speno MacLeod, PLLC to provide representation to Cayuga County in all aspects of Real Property Tax Law Article 11 proceedings and legal work. **Motion by Petrus, 2<sup>nd</sup> by Bennett, all in favor.**

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

- 5-19-WM-4 Authorize the County Treasurer to pay mortgage tax. **Motion by Pinckney, 2<sup>nd</sup> by Bennett, all in favor.**
- 5-19-WM-7 Authorizing the Settlement of the Matter of BJ’s Wholesale Club, Inc. vs. the Assessor, the Board of Assessment Review of the Town of Sennett and the Town of Sennett, Cayuga County, New York, (Index Nos. 2016-0618, 2017-0596 and 2018-0788) and the Execution of a Stipulation of Settlement and Judicial Order. **Motion by Bennett, 2<sup>nd</sup> by Pinckney, all in favor.**
- 5-19-WM-8 Authorizing the purchase of tax-delinquent property owned by Cayuga County. **Motion by Bennett, 2<sup>nd</sup> by Petrus, all in favor.**
- 5-19-WM-3 Resolution authorizing the cancellation of penalty ad interest of \$894.00 on Tax Map Number 81.19-1-10 in the Town of Mentz. **Motion by Petrus, 2<sup>nd</sup> by Pinckney, all in favor.**

- **Michael Russell (Human Resources/Civil Service) – No updates**

**Discussion:**

Foley says that a preference was done recently for hiring local people and he mentioned hiring minorities in the county and looking around it lacks. Russell says he will meet with Foley in regards to making that type of preference.

**REGULAR MONTHLY RESOLUTIONS:**

- 1A. Authorizing the County Treasurer to Pay April 6 through April 26, 2019 Audit of Claims. **Motion by Pinckney, 2<sup>nd</sup> by DeForest, all in favor.**
- 1B. Authorizing the County Treasurer to Pay April 27 through May 10, 2019 Audit of Claims. **Motion by DeForest, 2<sup>nd</sup> by Foley, all in favor.**
- 1C. Authorizing the County Treasurer to Pay April 28, 2019 Audit of Claims. **Motion by DeForest, 2<sup>nd</sup> by Pinckney.**

**Discussion:**

Ripley asks about the voucher for Dashnaw and says he thought we were done with him last year. Woods says that we had Dashnaw on retainer for \$6,000 a month through December 31<sup>st</sup>, 2018. He says our new team started on December 31<sup>st</sup> and there was a couple of transition elements that he assisted with. He says he came down for one close out meeting in April to return the computer and review budget close out for 2018 for the period he was managing. Ripley says that should have only taken one day not 3 months. Woods says it was about 15 hours all together for transitioning. Ripley says he thought the whole purpose of hiring a Director and Deputy Director of Public Works was to not have to use Dashnaw. Woods says we are not using him there were just projects he was actively managing and he assisted with the transition.

Petrus says shares the same concerns as Ripley and the resolution authorizing Dashnaw had a sunset of the 31<sup>st</sup> of December and at the very least it should have been brought to the legislature’s attention.

Bennett says we had non county employees keep the equipment when he was done for 4 months he should have not been able to have our county equipment. Woods says he managed the department for a year and helped transition. He says it was not his intent to extend his contract. He says there is a small procurement that departments do for professional services that do not rise to the level of the legislature. He says maybe since it was an expired contract it should have come back.

Foley says the audit for 1C is two things one is for Dashnaw and the other is a county administrator holiday party. Woods says he does a monthly staff meeting and in December he did a staff meeting at the Hilton Garden Inn and celebrated the holiday with department heads. Daly says her understanding is that bill has already been paid. Foley asks if someone can clarify if has been paid. Morgan says the vendor has been paid, but it has not gone through our system.

**Motion defeated, noes – Petrus, DeForest, Foley, and Daly, ayes – Pinckney and Mahunik.**

Woods says that the \$380.00 has been paid by credit card and asks what the legislature would like him to do.

**Motion by Foley to amend 1C to pay the \$380.00 – Hilton Garden Inn invoice, 2<sup>nd</sup> by Daly, all in favor except Bennett.**

**Motion by Daly on 1C as amended, 2<sup>nd</sup> by Petrus, all in favor.**

**Woods asks what the legislature wants to do with the Dashnaw invoice. Mahunik suggests that we ask Dashnaw if we can push that back a month and look at internal controls.**

5-19-WM-6 Resolution amending the Vacation Section of the Cayuga County Employee Handbook for Non-Represented Employees. **Motion by Pinckney, no 2<sup>nd</sup>.**

5-19-WM-5 Resolution appointing Human Resources Administrator. **Motion by Bennett, 2<sup>nd</sup> by Pinckney, all in favor.**

5-19-WM-9 Resolution appointing Director of Emergency Services.

**Motion by Pinckney, 2<sup>nd</sup> by Daly.**

**Motion by Petrus to table, 2<sup>nd</sup> by Bennett.**

**Discussion:**

**Petrus says the parameters have exceeded more than what they wanted for the salary and thinks the rest of the legislature should meet the candidate. He is at this point not comfortable bringing this forward without the particulars. He says give the body as a whole time to digest information, which has developed through application and interview process.**

**McNabb-Coleman asks if it will be a discussion at the full legislature and meeting the candidate afterwards.**

**Petrus says whatever everyone is comfortable with. DeForest suggest if the legislature needs more information from the administrator or the body who helped make the recommendation that it be sent to each legislator. He says if we cannot see the merit then there is no sense in bringing the guy in at all.**

**All in favor of motion to table to the full legislature meeting.**

**Motion by Bennett to bundle HH 1-5, 2<sup>nd</sup> by Petrus, all in favor.**

**HEALTH & HUMAN SERVICES:**

5-19-HH-1 Authorizing the Cayuga County Administrator and Director of the Office for the Aging to reclassify the Typist Position in the Office for the Aging to Senior Typist

5-19-HH-2 Authorizing the Public Health Director to enter into a contract with Central New York Care Collaborative (CNYCC) for services related to the reducing premature births grant and accept funds associated with that grant.

5-19-HH-3 Authorizing the Chairman of the Legislature and the Public Health Director to extend the Public Health Preparedness Contract with HRI (Working in Collaboration with NYSDOH) and accept funding for the time period of 7/1/19-6/30/20

5-19-HH-4 Authorizing the Public Health Director to fill a Supervising Public Health Nurse position and a part-time Public Health Nurse position within the Health Department

5-19-HH-5 **(Added 5/14/19)** Authorize the Chair if the Cayuga County Legislature and the Director of Community Services to enter into contracts for the Mental Health Counseling

**Motion by Pinckney to bundle GO 1 & 2, 2<sup>nd</sup> by Foley, all in favor.**

**GOVERNMENT OPERATIONS:**

5-19-GO-1 **(Amended @ Gov't Ops)** To adopt Local Law No. \_\_\_\_\_ A Local Law amending Local Law No. 4 of 1992 changing the term of office from four year to two years for Cayuga County Legislators running for the term beginning January 1, 2022 and changing the term limit for Legislators from three terms to three full four year terms.

5-19-GO-2 Authorize subscription of Connectwise Automate to improve IT support functionality, replacing eight existing subscriptions therefore reducing annual IT costs.

**Motion by DeForest, 2<sup>nd</sup> by Bennett, all in favor.**

**PLANNING:**

- 5-19-PL-1 Authorization to fill the position of Senior Planner within the Department of Planning & Economic Development through the promotion of incumbent Planner.
- 5-19-PL-2 **(Revised 5/14/19)** Authorizing the Department of Planning & Economic Development to contract with other Cayuga County Municipalities, Departments & Agencies to Provide Planning Services.

**Motion by Pinckney to bundle PW 1 & 4-7, 2<sup>nd</sup> by Bennett, all in favor.**

**PUBLIC WORKS:**

- 5-19-PW-1 Authorization for the Highway Division of the Department of Public Works to develop and execute an Adopt-A-Highway Program
- 5-19-PW-4 Authorizing the purchase of a pickup truck with plow
- 5-19-PW-5 Authorization to enter into a 24 Hour Temperature Control Service Agreement with Upstate Temperature Control Inc. for the controls of the Johnson Controls pneumatic temperature controls for the HVAC equipment in the Historic Post Office
- 5-19-PW-6 Authorizing the Chairman of Cayuga County Legislature to sign the annual Lease Agreement with Soules & Dunn Associates for 10 parking spaces in the County parking lot at 172 Genesee Street, Parcel ID number 115.60-1-36
- 5-19-PW -7 Resolution calling on NYS to restore Emergency Winter Recovery Funds & Increase CHIPS

**End of bundle**

- 5-19-PW-2 Authorization for the Highway Division of the Department of Public Works to purchase a Gradall Hydraulic Excavator.

**Motion by Bennett to add a line to say to have \$1,000 transferred from DM51304 54135 (Training) to DM 51302 52002 (Equipment), 2<sup>nd</sup> by Petrus, all in favor.**

**Motion by Bennett on resolution as amended, 2<sup>nd</sup> by Petrus, all in favor.**

- 5-19-PW-3 Authorization for the Highway Division of the Department of Public Works to purchase a tandem dump truck with plow package. **Motion by Pinckney, 2<sup>nd</sup> by DeForest, all in favor.**

**Motion by Bennett to adjourn at 7:34PM, 2<sup>nd</sup> by Petrus, all in favor.**