



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

CALL TO ORDER: By Hon. Christopher Petrus, Chair called the meeting to order at 5:31PM

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

OTHERS: Chair Aileen McNabb-Coleman, Legislators Tricia Kerr, Tim Lattimore, Paul Pinckney, County Attorney Chris Palermo, Assistant County Attorney Brittany Massi, Sheriff Brian Schenck, District Attorney Jon Budelmann, Treasurer Jim Orman, Purchasing Director Don Carr, Public Health Director Kathleen Cuddy, Buildings and Grounds Supervisor Gary Duckett, Budget Director Lynn Marinelli, and Deputy Clerk of the Legislature Amanda Morgan

MINUTES TO APPROVE: July 21, 2020, **Motion by Whitman, 2nd by Batman, all in favor.**

APPOINTMENTS: None

DEPARTMENT UPDATES FOR COMMITTEE:

- **Kelly Anderson (Real Property) –**
 - Judge Fandrich signed the 2019-2020 Judgment of Foreclosure on 8/11//2020. At this point, no auction is scheduled.
 - Data collection in Springport is complete.
 - Data collection in Moravia is ongoing.
 - School tax preparation is underway.
 - Various STAR reports have been exchanged between the state and county to identify taxpayers that are delinquent on property taxes and therefore will not be entitled to the STAR exemption on their school taxes. Of the 713 tax delinquent parcels, 277 are located in the City of Auburn and 436 are located in the towns and villages outside of the City. This change is pursuant to legislation that was enacted this year by New York State.
 - Article 7 Assessment cases and Small Claims cases have been filed and are being reviewed by counsel.
- **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.

8-20-WM-3 Authorize the Purchasing Director and Chairperson of the Cayuga County Legislature to request bids for auditing services. **Motion by Batman, 2nd by Daly, all in favor.**

8-20-WM-1 Authorize to renew contract with RDS Services, LLC to review Retiree Drug Subsidy claims, for potential under claimed amounts. **Motion by Foley, 2nd by Daly, all in favor.**

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. **Motion by Vitale, 2nd by Daly, all in favor.**

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

Year to Date Applicant Information

<u>Towns/Villages Applications January 1-July 31, 2020</u> Total Applications: 208	<u>County Applications January 1-July 31, 2020</u> Total Applications: 276
Males: 37.5%	Males: 59%

Female: 52.4% No Answer: 10.1 Non-binary: 0	Female: 40.2% No Answer: .36% Non Binary: .44%
White: 71.2% Minorities: 12% No Answer: 16.8%	White: 84.4% Minorities: 7.6% 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:

HEALTH & HUMAN SERVICES:

Motion by Batman to bundle HH 1-11, 2nd by Whitman, all in favor.

- 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 8/18/20)** 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. **Motion by Foley, 2nd by Vitale, all in favor.**

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. **Motion by Batman, 2nd by Daly, all in favor.**

PUBLIC WORKS:

Motion by Whitman to bundle PW 1 & 2, 2nd by Batman, all in favor.

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:

Motion by Pecher to bundle JP 1 & 2, 2nd by Batman, all in favor.

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

End of bundle

8-20-JP-4 **(ADDED 8/18/20)** Authorizing creating and filling a Law Associate Position.

Motion by Pecher, 2nd by Whitman.

Motion by Whitman to table to next Judicial and Public Safety Meeting, 2nd by Foley, all in favor except Daly and Petrus.

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

Motion by Foley to go into executive session 6:06PM, 2nd by Whitman, all in favor.

EXECUTIVE SESSION: re: Employment history of a particular person

Motion by Vitale to come out of executive session at 6:46PM, 2nd by Foley, all in favor.

Motion by Whitman to adjourn at 6:50PM, 2nd by Pecher, all in favor.