



MINUTES
WAYS & MEANS COMMITTEE
Tuesday, September 15, 2020, 5:30PM
Live Link: <https://youtu.be/hiwn7uiXgbM>

CALL TO ORDER: By Hon. Christopher Petrus, Chair called the meeting to order at 5:42PM

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, County Attorney Chris Palermo, Assistant County Attorney Brittany Massi, HR Director Lisa Lippoldt, Director of Community Services Ray Bizzari, Deputy Director of Community Services Christine Bianco, Veterans Deputy Director Lindsey Wilkinson, Park Maintenance Supervisor Doug Dello Stritto, Sheriff Brian Schenck, IT Department Lead Bryan Lamb, Treasurer Jim Orman, Public Health Director Kathleen Cuddy, Budget Director Lynn Marinelli, and Deputy Clerk of the Legislature Amanda Morgan

MINUTES TO APPROVE: August 18, 2020, **Motion by Foley, 2nd by Batman, all in favor.**

APPOINTMENTS: None

DEPARTMENT UPDATES FOR COMMITTEE:

- **Kelly Anderson (Real Property) –**
 - Data collection in Springport is complete. Valuation is underway for the reassessment project.
 - Data collection in Moravia is ongoing for the revaluation project.
 - School tax preparation is complete. All tax bills have been mailed and tax rolls delivered to the Tax Collectors and banks.
 - Article 7 Assessment cases and Small Claims cases have been filed and are being reviewed by counsel.
 - Inquiries on foreclosure parcels are ongoing. No date is scheduled for auction at this time. The Governor's order staying evictions is an obstacle to selling any occupied parcels.
 - Migration of the GIS website is complete. The old site has been removed and the new site is fully functional.
- **Jim Orman (Treasurer) –**
 - A. Mary Beth and her staff have concluded the training to MUNIS users on the upgrade to financial system. This was a very time consuming process but should be worth it in the long run. It will make the entire financial accounting process more efficient. Mary Beth, Crystal and Rachel went well above their normal duties to successfully perform this intensive training and should be commended for this effort.
 - B. Based on tax payer feedback, in mid-August, Jen Indelicato sent out delinquent 2nd installment notices for the first time. In prior years we were not able to send these notices because of limitations in our tax collection system. Jen developed a work-around and revamped the system to successfully resolve this. As a result our collection of delinquent 2nd installment payments is up significantly while saving taxpayers interest. This is consistent with our ongoing efforts to constantly search for more efficiencies in how we do business to benefit taxpayers.
 - 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.
- **Lisa Lippoldt (Human Resources/Civil Service) –**

YEAR-TO-DATE COMBINED TRANSACTIONS: 3,596

- County departments: 1,857 total transactions
- Schools, Towns, Villages, BOCES & Special Districts:

631	Schools
364	Towns
125	Villages
473	BOCES
105	CCC

41	Seymour Library
0	Soil & Water
0	Water & Sewer
1,739	Total Transactions for Schools, Towns, Villages, Special Districts

County Only Applications – 54

Male – 39%
 Female – 54%
 No Answer – 7%
 White – 81.5%
 Minorities – 9.25%
 No Answer: 9.25%

New Hires: 5

Male – 80% Female: 20%
 White: 100%

Towns and Villages Applications – 42

Male – 31%
 Female – 55%
 No Answer – 4%
 White – 67%
 Minorities – 16.5%
 No Answer – 16.5%

All employees are still being required to take their daily temperatures and answer the questionnaires. We are continuing the Annual Mandatory training sessions for the month of September in person and by Zoom. We are currently at 46.3 % completed. Department heads have been alerted to which staff have yet to complete their training. Continue to update guidelines for the safety and well-being of staff as the new Executive orders and Federal mandates change. Staff continue to rotate working remotely in the department.

RESOLUTIONS:

WAYS & MEANS:

9-20-WM-1 Authorizing the Purchase of Tax-Delinquent Property Owned By Cayuga County. **Motion by Foley, 2nd by Daly, all in favor.**

HEALTH & HUMAN SERVICES:

Motion by Daly to bundle HH 1, 4-6, 8, 12, & 13, 2nd by Vitale.

Motion by Daly to include the language of “Chair of the Legislature” in the Resolved, 2nd by Batman, all in favor.

All in favor of bundle.

- 9-20-HH-1 Authorizing the Health Department to enter into a contract with Birnie Bus for Transportation of Preschool Physically Handicapped Children
- 9-20-HH-4 **(AMENDED)** Authorizing the Chairman of the Legislature and the Public Health Director enter into contract with HRI (Working in Collaboration with NYSDOH) and accept funding for the time period of 07/01/2020 through 06/30/2022
- 9-20-HH-5 Authorizing the Chairman of the Legislature and the Public Health Director to accept additional funding under the Immunization Action Plan grant focused on Flu outreach
- 9-20-HH-6 Authorizing the Public Health to enter into contract and accept funding from NYS Health Foundation to utilize in the Health Department’s COVID-19 response
- 9-20-HH-8 Authorizing the Public Health Director to collect bids, award a bid and complete required renovations on our Dill Street Clinic
- 9-20-HH-12 Authorizing the Chairman of the Legislature and the Director of Community Services to enter into a contract with Community Action Programs Cayuga/Seneca(CAP)to perform any outreach activities for this State Mandated HEAP Program (100% Federally Funded), for the period of October 1, 2020 through April 30, 2021
- 9-20-HH-13 Amending the Mental Health Center 2020 Budget to adjust for actual HEALing Grant money received

End of bundle

9-20-HH-2 Authorizing the Public Health Director to create and fill a Supervising Billing Specialist position in the Health Department. **Motion by Whitman, 2nd by Foley.**

Motion by Batman to table. No 2nd.

All in favor of resolution.

9-20-HH-7 Authorizing the Cayuga County Legislature and the Public Health Director to Create & Fill a F/T E-I Service Coordinator Position to temporarily fill behind a medical leave of absence. **Motion by Whitman, 2nd by Foley, all in favor.**

9-20-HH-9 Authorizing the Chairman of the Legislature to create and the Director of Community Services to fill a Supervisor of Family Services position and abolish a Sr. Typist, Transportation Aide (PT) and Casework Aide (PT) positions in the Department of Social Services.

Motion by Whitman, 2nd by Foley.

Motion by Batman to table, 2nd by Petrus, defeated; Noes – Daly, Foley, Pecher, Vitale and Whitman; Ayes – Petrus and Batman.

All in favor of resolution except Batman, Vitale, and Whitman.

9-20-HH-10 Authorizing the County Legislature to create and the Director of Community Services to fill a Case Supervisor Grade B (Permanency Specialist) position in the Children & Family Services Unit.

Motion by Foley, 2nd by Whitman.

Motion by Foley to amend to remove language for the backfill in the 2nd resolved, 2nd by Whitman, all in favor.

All in favor of resolution as amended.

9-20-HH-11 **(PULLED @ Ways by Daly)** Authorizing the Director of Community Services to Fill a Caseworker Vacancy in the Adult Protective Services Unit.

9-20-HH-3 **(TABLED)** Authorizing the Cayuga County Legislature and the Public Health Director to create & fill an F/TE-I Service Coordinator Position

GOVERNMENT OPERATIONS:

Motion by Foley to bundle GO 1, 6, & 7, 2nd by Batman, all in favor.

9-20-GO-1 Authorizing the Chair of the Legislature and the Commissioners of the Cayuga County Board of Elections to receive the NYS Elections Cybersecurity Remediation Grant Program for the Board of Elections.

9-20-GO-6 Acknowledging the updated Cayuga Community College 2020-2021 Capital Project Submission to SUNY

9-20-GO-7 Amending the Cayuga County Policy Manual, Section 41(Resolution Procedure) to limit the duration of Hiring Authorizations

End of bundle

Discussion:

Foley says that he has spoken with Dwyer on this resolution. He says she made the case for the indexing clerk, but she was willing to wait 30-45 days to hopefully allow more consideration for our budget to see how it plays out.

9-20-GO-2 Authorizing the Cayuga County Clerk to create and fill a Full Time Index and Recording Clerk. **Motion by Foley, 2nd by Vitale, all in favor.**

9-20-GO-3 Authorizes Cayuga County Clerk to fill a Full Time Cashier position in the Motor Vehicle Department.

9-20-GO-5 Authorizing the Director of Veterans Services to fill a Vacant Part Time Driver. **Motion by Foley, 2nd by Whitman, all in favor.**

9-20-GO -4 **(PULLED)** Authorizing the Chair of the Cayuga County Legislature to Enter into a 60 month agreement with Eastern Managed Print Network for the lease of Multi-Function-Printers and associated maintenance and supplies for Cayuga County.

Discussion:

Lattimore wants to talk about the pulled resolution. He thinks there has been some discussion in regard to savings. He apologizes for saying the savings of \$150,000 when some of heard it is only \$125,000 savings over a period. He would like to see us deal with this sooner rather than later. He know Toshiba and Xerox have been giving us some good numbers. Batman says it is not on the table for this committee. Foley says to Lattimore it is inappropriate to call a Department Head at 9:00am in the morning and to put something on the agenda that they have nothing to do with. He says it is Mr. Petrus's agenda. Secondly, we have been having meetings on this particular resolution at the IT workgroup, which every legislator was invited to attend and Lattimore has never shown up to any of the meetings where he would have had input and questions answered. Third, we just had a discussion with whoever Lattimore knows from Xerox prior to this meeting where he tried to confirm the \$125,000 savings. The savings is on the contract we currently have to the one that they are proposing for next year, which is the same amount of money that Toshiba is going to save us on wither proposal from Xerox or Toshiba. It is not correct to say if we do not go with Xerox that we will lose out on \$125,000 worth of savings. Lattimore says that he was told Bornemann had pulled the resolution, so he wanted to ask Bornemann if he was the one who pulled the resolution.

PLANNING: None

PUBLIC WORKS:

9-20-PW-1 **(ADDED 9/11/20)** Authorizing the Chair of the Cayuga County Legislature to extend the contract with New York State for snow and ice removal on state roads through the 20-21 winter season. **No motion @ Ways**

JUDICIAL & PUBLIC SAFETY:

9-20-JP-1 Authorizing creating and filling a Law Associate position. **Motion by Pecher, 2nd by Daly, all in favor.**

Motion by Whitman to bundle JP 2 & 3, 2nd by Daly, all in favor.

9-20-JP-2 Authorize the Sheriff to fill one vacant Deputy Sheriff Position in the Law Enforcement Division of the Cayuga County Sheriff's Office (Position Control No. 001876)

9-20-JP-3 Authorize the Sheriff to fill one vacant Deputy Sheriff Position in the Law Enforcement Division of the Cayuga County Sheriff's Office (Position Control No. 006642)

End of bundle

9-20-JP-4 Appointing Dale Currier as Interim Director of the Emergency Management Office. Motion by Pecher, 2nd by Foley, all in favor except Whitman.

Motion by Batman to adjourn at 7:04PM, 2nd by Vitale, all in favor.