



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

**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:** August 18, 2020

**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 2<sup>nd</sup> 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 2<sup>nd</sup> 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:

<b>631</b>	Schools
<b>364</b>	Towns
<b>125</b>	Villages
<b>473</b>	BOCES
<b>105</b>	CCC
<b>41</b>	Seymour Library
<b>0</b>	Soil & Water
<b>0</b>	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

**HEALTH & HUMAN SERVICES:**

- 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-2      Authorizing the Public Health Director to create and fill a Supervising Billing Specialist position in the Health Department
- 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
- 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-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
- 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-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
- 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

- 9-20-HH-11 Authorizing the Director of Community Services to Fill a Caseworker Vacancy in the Adult Protective Services Unit
- 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

**GOVERNMENT OPERATIONS:**

- 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-2 Authorizing the Cayuga County Clerk to create and fill a Full Time Index and Recording Clerk.
- 9-20-GO-3 Authorizes Cayuga County Clerk to fill a Full Time Cashier position in the Motor Vehicle Department.
- 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.
- 9-20-GO-5 Authorizing the Director of Veterans Services to fill a Vacant Part Time Driver
- 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

**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

**JUDICIAL & PUBLIC SAFETY:**

- 9-20-JP-1 Authorizing creating and filling a Law Associate position
- 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)
- 9-20-JP-4 Appointing Dale Currier as Interim Director of the Emergency Management Office

**ADJOURNMENT: Tuesday, October 20, 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.

**Authorizing the Purchase of Tax-Delinquent Property Owned By Cayuga County**

By: Christopher Petrus, Chair, Ways & Means Committee

WHEREAS, policies and procedures have been established for the sale, disposition and use of certain real property owned by Cayuga County, as approved in Resolution 109-18 and Policy No. 80; and

WHEREAS, the Director of Real Property Tax Services has received a request to purchase tax foreclosed property and, in accordance with said policies and procedures, is presenting the same for consideration by the Ways and Means Committee of the Cayuga County Legislature; and

WHEREAS, as required by policy, certified funds are being held in trust with the County Treasurer; all title search documentation has been updated and items listed under mortgages, judgments and liens have been satisfied or reinstated where applicable; and

WHEREAS, the Director of Real Property Tax Services recommends approval of the following purchase requests:

Muni	Map #	Location	Amount	Name of Purchaser
Owasco	116.19-1-86	9 First Ave	\$16,372.74	Kenneth & Crystal Spurgeon
Owasco	123.08-1-35	Oakridge Rd	\$4,848.45	Lyons National Bank
Owasco	125.00-1-17.1	Baptist Corners Rd	\$2,227.11	Lyons National Bank
Conquest	62.00-1-58	1341 Spring Lake Rd	\$7,365.46	Jamie Compson
Ira	33.0-1-12	12525 Bethel Rd	\$1,653.33	Jessica Pingrin

NOW, THEREFORE BE IT,

RESOLVED, that the Ways & Means Committee hereby approves the recommendations as set forth above and directs the Office of Real Property Tax Services and the Chair of the County Legislature to take whatever steps necessary to fully execute the sale of real property.

**Ways & Means Committee**

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Christopher Petrus, Chair

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Keith Batman

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Elane Daly

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Andy Dennison

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Ryan Foley

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Benjamin Vitale

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Tucker Whitman

Co.Atty: \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_ 9/22/20 HD HRI Epidemiology COVID-19 Funding rev

**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**

BY: Elane Daly, Chairman of the Health & Human Services Committee  
Christopher Petrus, Chairman of the Ways & Means Committee

WHEREAS, HRI (Health Research, Inc.) working in collaboration with NYSDOH wishes to contract with Cayuga County Health Department for the period of 7/1/2020 – 06/30/2022 for the amount of \$303,733.00 to assist in COVID-19 related activities in Cayuga County; NOW, THEREFORE, BE IT

RESOLVED, that the Chairman of the Legislature and the Public Health Director be authorized to enter into a contract with HRI in collaboration with the NYS Department of Health, to accept funding in the of \$303,733.00 for the time period of 7/1/20-06/30/2022, to assist with COVID-19 Activities; and be it further

RESOLVED, that the Public Health Director and Chair of the Cayuga County Legislature be authorized to enter into any subcontracts necessary to carry out the goals of the grant, make purchases and accept any additional funding associated with the grant; and be it further

RESOLVED, that the Cayuga County Treasurer be authorized and directed to make all necessary journal and accounting entries to amend the Health Department’s 2020 budget in the following manner:

Increase Revenue Account #A40370 43437.....	\$303,733.00
Increase Appropriation Account #A40374 54000.....	\$303, 733.00

**Health & Human Services Committee**

**Ways & Means Committee**

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Elane Daly, Chair

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Christopher Petrus, Chair

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Keith Batman

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Keith Batman

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Michael Didio

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Elane Daly

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Tricia Kerr

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Ryan Foley

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Timothy Lattimore

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Hans Pecher

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Heidi Nightengale

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Benjamin Vitale

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Charlie Ripley

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Tucker Whitman

Co. Atty: \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_ 9/22/20 HWY Ext NYS Snow Ice

**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**

BY: Hon. Tucker Whitman, Chair, Public Works Committee  
Hon. Christopher Petrus, Chair, Ways & Means

WHEREAS, the Cayuga County Highway Department has been providing snow and ice removal services to the State of New York on a portion of state highways throughout the county; and

WHEREAS, the most recent contract ended under its own terms after the 19-20 winter season; and

WHEREAS, the County Highway Department is presently without a Highway Superintendent and the Legislature believes that extending the contract for one year will allow the new Highway Superintendent to evaluate the cost-effectiveness of providing snow and ice removal to the State on the county's highway department; now, therefore be it

RESOLVED, that the Chair of the Cayuga County Legislature is hereby authorized to execute an agreement with the State of New York for the purpose of extending the snow and ice removal contact for an addition one-year term, charged on a time and materials basis.

**Public Works Committee**

**Ways & Means Committee**

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Tucker Whitman, Chair

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Christopher Petrus, Chair

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Andy Dennison

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Keith Batman

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Ryan Foley

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Elane Daly

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Timothy Lattimore

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Ryan Foley

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Hans Pecher

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Hans Pecher

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Paul Pinckney

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Benjamin Vitale

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Benjamin Vitale

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Tucker Whitman

Co. Atty: \_\_\_\_\_