AGENDA
WAYS & MEANS COMMITTEE
Tuesday, July 21 2020, 5:30PM
Live Link: https://youtu.be/A2NzCDRZHYY

CALL TO ORDER: By Hon. Christopher Petrus, Chair

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

MINUTES TO APPROVE: June 16, 2020

APPOINTMENTS: None

DEPARTMENT UPDATES FOR COMMITTEE:

- **Kelly Anderson (Real Property) –**
  - Final assessment rolls completed, printed and distributed to towns
  - School taxable values provided to all districts
  - Ongoing inquiries and payments on tax foreclosure parcels – Foreclosures and auctions remain stayed per the Governor's executive order. Expect an update in August.
  - Town of Springport: data mailers (approx.. 650) returned, reviewed and updated in RPS
  - Town of Springport: Commercial valuation underway for 2021 assessment update
  - Updating 911 address assignment process
  - Completing migration of GIS webserver and update of Tax Map Online

- **Jim Orman (Treasurer) –**

  A. Pam Landon and Cortney Haberlau (Payroll) have been working with NYS Department of Labor concerning a scam involving unemployment. Our employees were notified early on to beware. Pam and Cortney have made great progress in mitigating this.

  B. Jennie and her team are to be commended trying to keep the tax collection process current. This is difficult with the building closed to the public but they are persevering. This will be an excellent to evaluate and re-evaluate our efforts going forward.

  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.

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

  YEAR-TO-DATE COMBINED TRANSACTIONS: **2,770**

  - County departments: **1,568** total transactions
  - Specific personnel action that was taken (year to date):

Transaction Type	No.
Permanent Appointments	213
Provisional Appointments	19
Contingent-Permanent Appointments	2
End of Probationary Period	317
Layoffs Due to Abolishment of Positions	0
Layoffs Due to Lack of Funds or Work	16
Promotions	6
Reinstatements	5
Removals	207
Resignations	58
Retirements	33
Seasonal Appointments	3
Temporary Appointments	20

Total Applications Towns/Villages: 34
Males: 23.5%

Cayuga County Applications: 11
Males: 72.72%

Females:29.4%
No Answer: 47.1%
White: 47.06%
No answer to Race: 52.94%

Females: 27.27%
White: 100%

- **Working with the Chairperson and Public Health Director to finalize the Safety Plans for the County.**
- **Hiring Committee continues to meet to review requests for emergency hires**
- **Will be contacting by phone and letter the employees who were on furlough starting July 13th regarding their return to work and the new safety guidelines to expect upon returning to work and to review the quarantine travel restrictions.**
- **Preparing for the start of the Annual Mandatory training for all members of Cayuga County.**
- **Staff continue to work primarily from home but are processing payroll certification, eligibility lists, etc. and all HR & Civil Service questions.**

RESOLUTIONS:

WAYS & MEANS:

7-20-WM-1 Appointing Kelly King as the Director of the Cayuga County Employment and Training Department

HEALTH & HUMAN SERVICES:

7-20-HH-1 Authorization to accept additional funding from the NYS Office for Aging (NYSOFA) and the Aging and Disability Resource Center (ADRC) through the Corona Aid, Relief and Economic Security (CARES) Act

7-20-HH-2 Authorizing the Public Health Director to fill a full-time PHN vacancy

7-20-HH-3 **(TABLED by hiring committee for further information)** Authorizing the Public Health Director to set an on-call rate for non-bargaining nursing staff within the Health Department

7-20-HH-4 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 7/1/20-6/30/21

7-20-HH-5 Authorizing the Chairman of the Legislature and the Director of Community Services to Contract with Community Action Programs Cayuga/Seneca (CAP) for Rapid Re-housing Case Management Services

7-20-HH-6 Authorize the Chairman of the Cayuga County Legislature and the Director of Community Services to enter into 5-Year agreements with Colleges or Universities for Social Work Interns and/or Medical Students

7-20-HH-7 Amending the Mental Health 2020 Budget to show the purchase of IT equipment for the Mental Health Center

GOVERNMENT OPERATIONS:

7-20-GO-1 Approving the Collective Bargaining Agreement between the Cayuga Community College Faculty Association and the Cayuga Community College for the period September 1, 2020 through August 31, 2023.

7-20-GO-2 Approving 2020-2021 budget for Cayuga Community College

PLANNING:

7-20-PL-1 **(REVISED)** Authorizing award of bid and execution of contracts for construction of the Owasco Flats Wetland Restoration and Riparian Buffers Initiative Project Phase 2

PUBLIC WORKS:

7-20-PW-1 Waiving fees for Emerson Park

7-20-PW-2 Authorizing the Chairman of the Cayuga County Legislature to sign a one year extension to the agreement with GDI for the cleaning of two county buildings the Hardenberg Building and the Old Jail

7-20-PW-3 Authorizing the Chairman of the Cayuga County Legislature to sign a one year extension to the agreement with American Commercial Cleaning for the cleaning of two county buildings the Cayuga County Office Building and the Mental Health Building

7-20-PW-4 Authorization for the Highway to purchase highway equipment

7-20-PW-5 **(DRAFT)** Authorization to approve work on county highways in addition to those approved per Resolution 218-20

7-20-PW-6 **(AMENDED)** Authorizing the appropriation of $82,000 from the Economic Development Reserve to the Cayuga County Water and Sewer Authority for the purposes of creating a central water district **(2/3 Required)**

JUDICIAL & PUBLIC SAFETY:

7-20-JP-1 Authorize the Sheriff of Cayuga County to enter into an agreement with Lexipol Law Enforcement to provide full implementation of law enforcement policies and procedures as well as provide annual updates and training bulletins for the Road Patrol Division of the Sheriff's Office.

7-20-JP-2 Authorizing the Sheriff's Office to accept Bureau of Justice Assistance Grant Funding through the 2020 Coronavirus Emergency Supplemental Funding Program and amend the 2020 Sheriff's grants budget to accept the 2020 funding.

7-20-JP-3 Authorizing the Sheriff of Cayuga County to accept grant monies from the New York State Child Passenger Safety (CPS) Grant Program and the Treasurer's Department to amend the 2020 Law Enforcement Budget.

7-20-JP-4 Authorize the Cayuga County Legislature to create and the Sheriff of Cayuga County to fill the position of an Identification Officer and to abolish a position of Deputy Sheriff Corporal.

7-20-JP-5 **(PULLED per Hiring Committee)** Authorize the Sheriff of Cayuga County to appoint a new Confidential Secretary to the Sheriff.

7-20-JP-6 **(ADDED 7/16/20)** Authorization to fill vacant Fire Equipment Examiner position in the Department of Emergency Management

ADJOURNMENT: Tuesday, August 18, 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.

RESOLUTION NO._____ 7/28/2020 E&T Fill Director II Position

APPOINTING KELLY KING AS THE DIRECTOR OF THE CAYUGA COUNTY EMPLOYMENT AND TRAINING DEPARTMENT

BY: Christopher Petrus, Chair, Ways and Means Committee

WHEREAS, the position of Director of Employment and Training Department is vacant; and

WHEREAS, the position of Director of Employment and Training II oversees the operation of the Employment and Training Department of Cayuga County and plays a critical role in the Department's success; and

WHEREAS, the recommendation was brought forth for the appointment of Kelly King as the Director of Employment and Training II at a salary of $64,000; now, therefore be it

RESOLVED, that the Cayuga County Legislature hereby appoints Kelly King to the position of Director of Employment and Training II at an annual salary of $64,0000, and be it further

RESOLVED, that the Human Resources Administrator be authorized to carry out the intent of this resolution in accordance with the County policy and Civil Service rules and regulations.

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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Ryan Foley

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Hans Pecher

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Benjamin Vitale

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Tucker Whitman

Co. Atty: _____

Authorization to Create/Fill

A copy of this completed form MUST be attached to ALL Civil Service MSD-426 forms when filling a position.

Date	7/9/2020
Authorization To:	Fill Only
** New Position Duties Statement (NPDS) - Short Form *REQUIRED IF the title exists within the department*	
** New Position Duties Statement (NPDS) - Long Form *REQUIRED IF the title does NOT exist within the department*	
Do you anticipate this request to result in fill-behinds?	No
Cayuga County Department	Employment & Training
Job Title Being Requested (Exact Civil Service Title)	Employment and Training Director II
Position Control Number	002292
Position Status	Permanent
Position Designation	Full-Time
Budget Account Number	CD63701-51001
Is a position being abolished to create the new position?	No
Is the salary of requested position in the current comp plan?	No
Comp Plan Requested Position WILL BE IN	Part IV
Part IV Grade	8
Minimum Salary (Part IV)	59,229
Base/Current Salary (Part IV)	65,000

Starting Salary for Position Requested	64,000
Justification for Salary Requested	Salary amount given by Chair of Planning and Economic Development for the candidate for this position. This position is 100% federal pass-thru funds (no local tax money)
Does position include fringe benefits?	No
What is the justification for filling this position AND why is it important for your department?	This position is currently vacant and the Chairperson is currently acting as the Appointing Authority for the Department. This position oversees the operation of the Employment and Training Department and plays a critical role in the Department's success
How is this position funded?	Grant
Identify the Grant	Workforce (WIA)
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	No impact for local taxpayers
Department Head	Aileen McNabb-Coleman
Date	7/9/2020
Attestation	I have been directed to submit on behalf of the authorized department or agency head
Name of Person Submitting on Behalf of Department or Agency Head	Lisa Lippoldt per K.Batman and A.McNabb-Coleman
Title of Person Submitting on Behalf of Department or Agency Head	HR administrator
	(Section Break)

Approved 7/13/2020 LHL

RESOLUTION NO._____ July 28, 2020 PB GIGP FlatsAward2020 rev

AUTHORIZING AWARD OF BID AND EXECUTION OF CONTRACTS FOR CONSTRUCTION OF THE OWASCO FLATS WETLAND RESTORATION AND RIPARIAN BUFFERS INITIATIVE PROJECT PHASE 2

By: Hon. Keith Batman, Chair, Planning and Economic Development Committee
Hon. Christopher Petrus, Chair, Ways & Means Committee

WHEREAS, Resolution No. 316-11 established Capital "H" Project No. 11-2, Owasco Flats Wetland Restoration and Riparian Buffers Initiative Project; and

WHEREAS, Cayuga County has been awarded and will receive grant funds for the Owasco Flats Wetland Restoration and Riparian Buffers Initiative Project Phase 2 (the Project), a green innovation project, through the New York State Environmental Facilities Corporation Green Innovation Grant Program (GIGP); and

WHEREAS, Cayuga County has developed final Bid Plans and Specifications (the "Bid Documents") with Environmental Design & Research, Landscape Architecture, Engineering, & Environmental Services, D.P.C. that have been approved by the New York State Environmental Facilities Corporation to construct the Project; and

WHEREAS, as authorized by Resolution No. 79-20, the County released an Invitation to Bid to obtain a Contractor to construct the Project, which yielded the receipt of three bids that were opened on July 16, 2020 and evaluated for responsiveness to the County's needs, and one was found to meet the engineer's cost estimate and the available grant funding; and

WHEREAS, the proposal from WoodStone Earth Construction, Inc., from Palmyra, NY, falls within the available and authorized grant funding provided by the GIGP grant awards and the Legislature wishes to award the contract to WoodStone Earth Construction, Inc., and authorizes the Chair of the Legislature to execute the contracts necessary to proceed with construction of the Project; now, therefore, be it

RESOLVED, Cayuga County hereby awards the construction contract to WoodStone Earth Construction, Inc., from Palmyra, NY, and that the Chair of the County Legislature is hereby authorized and directed to sign all necessary documents with WoodStone Earth Construction, Inc., from Palmyra, NY, to construct the Project as defined as the Base Bid in an amount of $ 327,830 as well as Alternates # 1, 2 and 3 in an aggregate amount of $ 57,284, for a total of $385,114, with a total phase 2 contract amount not to exceed $400,000 to allow for minor project improvements and approved changes; and be it further

RESOLVED, that the cost of the Project be paid out of Capital "H" Project No. 11-2; and be it further

RESOLVED, that the County Treasurer is hereby authorized to make the journal and accounting entries necessary to accomplish the same, and be it further

RESOLVED, that the Cayuga County Department of Planning and Economic Development be authorized and directed to oversee the implementation of the construction contracts and take the actions necessary and appropriate to accomplish the intent of this resolution.

Planning Committee

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Keith Batman, Chair

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Michael Didio

_____
Tricia Kerr

_____
Heidi Nightengale

_____
Christopher Petrus

_____
Paul Pinckney

_____
Charlie Ripley

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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Ryan Foley

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Hans Pecher

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Benjamin Vitale

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Tucker Whitman

Co. Atty:_____

DRAFT **7-20-PW-5**

RESOLUTION NO. _____ 7/28/20 HWY summer pave list rev2

AUTHORIZATION TO APPROVE WORK ON COUNTY HIGHWAYS IN ADDITION TO THOSE APPROVED PER RESOLUTION 218-20

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

WHEREAS, the County is responsible for the maintenance of 513 miles of road; and

WHEREAS, Resolution 218-20 authorized the expenditure of $2,783,277.54 to pave 8.54 miles of roads and $90,300 to oil and chip 6.02 miles of roads; and

WHEREAS, the Highway Department working with our vendors have reduced the projected cost of Resolution 218-20 to $1,270,465 saving $1,512,812 that can be used for other roads; and

WHEREAS, the highway department has identified additional County roads that are in need of paving and County roads that are in need of resurfacing, per the attached list; and

WHEREAS, the total cost of the roads the Highway Department is proposing to pave and resurface for 2020 is as follows:

- Resolution 218-20 $1,270,465
- Additional Roads per attached $_____
- For a cost total of (*max $4,345,523*)

WHEREAS, Highway budget included funding for paving as follows:

- D51134-54099 Paving $2,900,000
- D51104-54095 Surface Treatment $650,000
- For a budget total of $3,550,000

WHEREAS, the CHIPS, Pave NY and Extreme Winter Recovery funding for 2020 appears to be as follows, in accordance with the most recent notifications received by the Highway Department and the availability of funds from 2019:

- CHIPS $3,260,916
- Pave NY $744,336
- EWR (Extreme Winter Recovery) $495,296
- 2019 Rollover $439,363
- For a total of $4,939,911

WHEREAS, budgeted revenues for CHIPs, PaveNY, Extreme Winter total $4,144,388; and

WHEREAS, the attached spreadsheets, one for paving and one for resurfacing, are prioritized lists of the roads we are proposing to repair/maintain; now therefore be it

RESOLVED, that the Cayuga County Legislature does hereby authorize the Cayuga County Highway Department to repair as many of the identified roads as possible during the 2020 summer construction season; and be it further

RESOLVED, that the following transfer of funds be made to support the approved road work

Increase D51134 54099 Paving: $

Increase D51104 54095 Surface Treatment: $

Increase D50100 43505 CHIPs $795,523

RESOLVED, that the Cayuga County Treasurer is hereby authorized and directed to make the journal and accounting entries necessary to carry out the intent of this resolution.

Public Works Committee	**Ways & Means Committee**
_____	_____
Tucker Whitman, Chair	Christopher Petrus, Chair
_____	_____
Andy Dennison	Keith Batman
_____	_____
Ryan Foley	Elane Daly
_____	_____
Timothy Lattimore	Hans Pecher
_____	_____
Hans Pecher	Ryan Foley
_____	_____
Paul Pinckney	Benjamin Vitale
_____	_____
Benjamin Vitale	Tucker Whitman

Co. Atty:_____

RESOLUTION NO. _____ July 28, 2020 CCWSA Dist. Funding (2/3)

AUTHORIZING THE APPROPRIATION OF $82,000 FROM THE ECONOMIC DEVELOPMENT RESERVE TO THE CAYUGA COUNTY WATER AND SEWER AUTHORITY FOR THE PURPOSES OF CREATING A CENTRAL WATER DISTRICT (2/3 Required)

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

WHEREAS, the Cayuga County Legislature recognizes that public health, public safety, economic vitality and protection of water quality all depend on reliable, affordable and available municipal water and sewer infrastructure; and

WHEREAS, in the absence of a regional water system the city of Auburn has become a de facto regional water supplier over the past 100 years by selling treated Owasco Lake water to an estimated 15,800 residents outside the city limits; and

WHEREAS, the city of Auburn has successfully provided a safe water supply for many years, its system is over 100 years old and has several points of potential failure; and

WHEREAS, the CCWSA, with funding support from the Cayuga County Legislature, has completed a master plan to determine the most cost effective method of providing reliable water and sewer services to Cayuga County residents for the next 100 years; and

WHEREAS, for decades a second regional source of water supply has been desired to provide reliability, expand service, provide emergency backup for existing customers and offer direct wholesale service to towns and villages; and

WHEREAS, the Master Plan prepared by the engineering firm of Barton & Loguidice reviewed options for a second source of water supply separate from Owasco Lake and determined that a deep water intake in Cayuga Lake would meet the criteria established for a new source at the lowest cost to the end user; and

WHEREAS, the Master Plan also concluded that developing the new source as an element of a new regional water supply system would be the most economical approach; and

WHEREAS, on August 27, 2019 the Cayuga County Legislature adopted the master plan and provided its support for the CCWSA to lead the regional approach to meeting water and sewer needs of Cayuga County; and

WHEREAS, the Master Plan suggested the creation of a new regional water district that would provide for participation and cost sharing among all benefiting customers; and

WHEREAS, the Cayuga County Legislature has the authority to create such a multi-jurisdictional water district and would do so subject to a referendum of property owners within the proposed District; and

WHEREAS, a detailed analysis of proposed District boundaries, project costs and assessments to properties that will benefit from the new system must be completed to provide property owners with information to make an informed decision and to meet mandates of State law; and

WHEREAS, the CCWSA has estimates that it will cost up to $82,000 to complete the analysis and provide for materials and presentations to inform the affected property owners of the proposed District; and

WHEREAS, Cayuga County desires to provide financial support to conduct the work necessary to provide property owners with a basis from which to make an informed decision and meet requirements of State law for District formation; now therefore be it

RESOLVED, that the Cayuga County Legislature will provide up to $82,000 to CCWSA to retain an engineering firm to conduct the analyses necessary to determine costs and assessments associated with development and operation of the proposed Cayuga Regional Water District; and be it further

RESOLVED, that the funds are available from the Economic Development Resource Allocation within the County's unrestricted and unappropriated fund balance; and be it further

RESOLVED, that if the District is created the County will be reimbursed for their cost contribution for the District formation report and related activities pursuant to § 253 of N.Y. County Law.

Public Works Committee	**Ways & Means Committee**
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Tucker Whitman, Chair	Christopher Petrus, Chair
_____	_____
Andy Dennison	Keith Batman
_____	_____
Ryan Foley	Elane Daly
_____	_____
Timothy Lattimore	Ryan Foley
_____	_____
Hans Pecher	Hans Pecher
_____	_____
Paul Pinckney	Benjamin Vitale
_____	_____
Benjamin Vitale	Tucker Whitman

Co. Atty:_____

RESOLUTION NO. _____ July 28, 2020 EMO Auth Fill Fire Inspector

AUTHORIZATION TO FILL VACANT FIRE EQUIPMENT EXAMINER POSITION IN THE DEPARTMENT OF EMERGENCY MANAGEMENT

BY: Hon. Hans Pecher, Chair, Judicial & Public Safety Committee
Hon. Christopher Petrus, Chair, Ways & Means Committee

WHEREAS**,** the Emergency Management Department expects a vacancy effective on July 30, 2020 in the position of Fire Equipment Examiner (Position Control No. 002000-SYS) due to a resignation; and

WHEREAS, the position of Fire Equipment Examiner is paid a per-truck fee of $149.83 and responds to requests of fire departments throughout the county for inspection of tanker trucks; and

WHEREAS, the incumbent wishes to retire from his full time employment unrelated to the county, is a member of the New York State Retirement System, and must leave all positions of employment to activate his retirement; now, therefore be it

RESOLVED, that the Director of Emergency Management is hereby authorized to fill the position of Fire Equipment Examiner at such time as the position becomes vacant, at the current rate per inspection, and in accordance with the rules and regulation of the Cayuga County Civil Service Commission and the policies of Cayuga County.

Judicial & Public Safety	**Ways & Means Committee**
_____	_____
Hans Pecher, Chair	Christopher Petrus, Chair
_____	_____
Keith Batman	Keith Batman
_____	_____
Elane Daly	Elane Daly
_____	_____
Michael Didio	Ryan Foley
_____	_____
Heidi Nightengale	Hans Pecher
_____	_____
Charlie Ripley	Benjamin Vitale
_____	_____
Tucker Whitman	Tucker Whitman

Co. Atty:_____