



**MINUTES
WAYS & MEANS COMMITTEE
Tuesday, January 21, 2020, Chambers – 5:30PM**

CALL TO ORDER: By Hon. Christopher Petrus, Chair called the meeting to order at 5:30PM

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

OTHERS: Chair Aileen McNabb-Coleman, Legislators Charlie Ripley, Timothy Lattimore, Tricia Kerr, Heidi Nightengale, Hans Pecher, County Attorney Chris Palermo, Real Property Director Kelly Anderson, Director of Community Services Ray Bizzari, County Treasurer Jim Orman, HR Administrator Lisa Lippoldt, DA Jon Budelmann, Chief Assistant County Attorney Richard Graham, Parks Maintenance Supervisor Doug Dello Stritto, Undersheriff Steve Smith, Civil Service Commissioners Bruce Sherman and Todd Delaney, Senior Public Health Engineer Eileen O'Connor, Board of Elections Commissioners Katie Lacey and Cheryl Heary, Purchasing Director Don Carr, Planning Director Steve Lynch, Buildings and Grounds Superintendent Gary Duckett, Sean Lattimore, Andrea Gavigan, Michael Gavigan, Citizen Reporter Mary Catalfamo and Deputy Clerk of the Legislature Amanda Morgan

MINUTES TO APPROVE: November 7, November 14, & December 10, 2019, Motion by Foley, 2nd by Dennison, all in favor.

APPOINTMENTS: None

DEPARTMENT UPDATES FOR COMMITTEE:

- **Kelly Anderson (Real Property) –**
 - Processed 2,317 property transfers for 2,661 different parcels (6.7% of the properties in the county).
 - Upgraded department website and launched mobile device friendly tax map online app.
 - Provided Assessment Services to 4 towns within the County (Moravia, Niles, Owasco & Springport) under joint services agreements.
 - Successfully completed a revaluation project in the Town of Niles (1,261 parcels)
 - Deployed the use of mobile data collection tablets for use in the field to update assessment photos and records.
 - Began Data Collection in the Towns of Springport and Moravia in preparation for revaluation projects in 2021-22.
 - Worked with the County Treasurer's office to facilitate the sale of 74 tax foreclosed parcels resulting in the collection of nearly \$1.2 million for the County to offset unpaid tax liens.
 - Generated tax bills for Town/County, City/County, Village and School purposes resulting in the levy of \$154.7 million in property taxes throughout the County.

Annual Revenue Generating Processes			
	Muni Count	Parcels	Dollars
2019 Assessment Rolls			
Tentative & Final Rolls	23	30,575	
2019 Town County Taxes			
Town/County Tax Rolls & Bills	24	39,707	\$ 60,472,993.61
2019 Village Taxes			
Village Tax Rolls & Bills	9	4,101	\$ 2,362,485.89
2019 School Taxes			
School Tax Rolls & Bills	10	40,660	\$ 91,860,511.79
2019 Tax Foreclosure/Auction			
Repurchases		31	\$ 297,594.55
Sold at Auction		43	\$ 895,925.00
Total Municipal Revenue			\$155,889,510.84

1-20-WM-1 Authorizing the Settlement of the Matter of Gen-West Associates, LLC vs. the Assessor for the City of Auburn; the Board of Assessment Review for the City of Auburn; and the City of Auburn (Index No. E2019-0747) and the Execution of a stipulation of Settlement. **Motion by Whitman, 2nd by Dennison, all in favor.**

Motion by Batman to bundle WM 2 & 3, 2nd by Vitale, all in favor.

1-20-WM-2 Authorizing Correction of Tax Errors in the Town of Sennett.

1-20-WM-3 Authorizing Correction of Tax Errors in the Town of Springport

End of bundle

1-20-WM-7 Fixing Day and Notice of Public Hearing on a Local Law granting Partial Property Tax Exemption to certain seniors and persons with disabilities, setting income limits for the same; and repealing Local Laws No. 5 of 1982; No. 3 of 1989; No. 2 of 1990; No. 4 of 1998; No. 3 of 2002; and No. 2 of 2007. **Motion by Whitman, 2nd by Batman, all in favor.**

- **Jim Orman (Treasurer) –**

- A. This year the accounting team conducted approximately **34,900** transactions. They also processed about **32,800** checks. Our payroll team has processed about **22,200** checks. Also, our accounting team has added three new personnel to replace others and this has greatly improved our efficiency and efforts. This has been accomplished under the direction of Mary Beth Leeson.
- B. The tax collection team conducted over **24,900** transactions. Also, we have sent out second notices for tax liens owed for the fifth year in a row. This has reduced taxes in arrears owed. This has been done under the direction of Jennie Indelicato.
- C. During 2009 we initiated efforts to have the County’s bond rating reviewed. The rating at that time was **Baa with a negative outlook**. Our rating was successfully upgraded and continues to be an **A1**. This has allowed the County to borrow monies at a reduced rate since then. Through 2018 these collective efforts have resulted in a total savings of over \$1,900,000.
- D. Nine years ago we instituted organizational changes within our office that would affect the tax levy in a positive manner. These changes were completed with the assistance of Ways & Means and the full legislature. We re-organized within our office and effectively down-sized our office while increasing efficiency. I am pleased to report the cumulative savings over this period of time is now over **\$1,200,000**.

1-20-WM-4 Resolution to delete unenforceable tax liens on Tax Map Number 75.00-1-1.-26 in the Town of Mentz. **Motion by Whitman, 2nd by Daly, all in favor.**

1-20-WM-5 Authorize the closing of two (2) Capital “H” projects and transfer of the balances to the proper accounts. **Motion by Dennison, 2nd by Foley, all in favor.**

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

YEAR-TO-DATE COMBINED TRANSACTIONS: **3,767**

- County departments: **1,189** total transactions
- Schools, Towns, Villages, BOCES & Special Districts:

1,159	Schools
328	Towns
159	Villages
790	BOCES
87	CCC
33	Seymour Library
13	Soil & Water
8	Water & Sewer
2,577	Total Transactions

- Specific personnel action that was taken (year to date):

Transaction Type	No.
Permanent Appointments	581
Provisional Appointments	31
Contingent-Permanent Appointments	21
End of Probationary Period	125
Layoffs Due to Abolishment of Positions	0
Layoffs Due to Lack of Funds or Work	1
Promotions	64
Reinstatements	16
Removals	635
Resignations	203
Retirements	52
Seasonal Appointments	200
Temporary Appointments	66

■ Exams administered & Application fees collected:

Exams Administered		Application Fees Collected:	
December Only	7	December Only	\$1,295
Year-to-Date	57	Year-to-Date	\$11,825

RESOLUTIONS:

WAYS & MEANS:

- 1-20-WM-6 Authorization to fill the Deputy HR Administrator position in Human Resources/Civil Service due to open, budgeted position. **Motion by Whitman, 2nd by Daly, all in favor.**
- 1-20-WM-8 To adopt Local Law _____ for the year 2020 providing an increase in the salaries of the part-time Elections Commissioners. **Motion by Whitman, 2nd by Foley, all in favor.**
- 1-20-WM-9 Authorizing the Chairman to sign contracts with certain agencies. **Motion by Dennison, 2nd by Foley, all in favor.**
- 1-20-WM-10 Approving claims of the Clerk of Legislature Office and authorizing the County Treasurer to pay. **Motion by Dennison, 2nd by Vitale, all in favor.**

TABLED LAST MONTH:

- 12-19-WM-11 **(TABLED)** Amending the Cayuga County Compensation Plan for Non-Bargaining Employees
- 12-19-WM-12 **(TABLED)** Adopting Market Adjustment Plan for Non-Bargaining Employees
- 12-19-WM-13 **(TABLED)** Fixing Day and Notice of Public Hearing on Local Law No. _____ for the year 2020 – providing an increase in salaries of certain local officials

Motion by Daly to bundle HH 1-12 & 14-19, 2nd by Dennison, all in favor.

HEALTH & HUMAN SERVICES:

- 1-20-HH-1 To authorize the Chairman of the County Legislature and the Director of the Office for the Aging to accept additional funding from the NYS Office for the Aging under the Expanded In-Home Services for the Elderly Program of the Older Americans Act and amend the Office for the Aging 2020 budget
- 1-20-HH-2 Authorizing the Chairman of the County Legislature and the Director of the Office for the Aging to sign contracts with various annual subcontractors for Aging services utilizing appropriations approved in the Cayuga County budget for the year 2020.

- 1-20-HH-3 Authorizing the Public Health Director to accept the award of \$8,710 from New York State in relation to Article 6 State Aid Year 6 Performance Incentive Program activities completed by the Health Department
- 1-20-HH-4 Authorizing the Chairman of the Legislature and the Public Health Director to enter into contracts with Cayuga Medical Associates for tuberculosis consultation and care
- 1-20-HH-5 Authorizing the Chairman of the Legislature and the Public Health Director to enter into a contract with East Hill Family Medical, Inc. & Finger Lakes Community Health for the provision of STD Services
- 1-20-HH-6 Authorizing the Chairman of the Legislature and the Director of Community Services to enter into a contract with Booker T. Washington Community Center Inc.
- 1-20-HH-7 Authorizing the Chairman of the Legislature and the Director of Community Services to enter into a contract with Catholic Charities for provision of Homeless Coordinator Services
- 1-20-HH-8 Authorizing the Chairman of the Legislature and the Director of Community Services to enter into a contract with Catholic Charities to provide SSI Maximization for Safety Net Assistance (SNA) and Temporary Assistance to Needy Families (TANF)
- 1-20-HH-9 Authorizing the Chairman of the Legislature and the Director of Community Services to enter into contracts for Day Care Services
- 1-20-HH-10 Authorizing the Chairman of the Legislature and the Director of Community Services to enter into a contract with State of New York to accept 100% funded STEHP (Solutions To End Homelessness Program) Grant
- 1-20-HH-11 Authorizing the Chairman of the Legislature and the Director of Community Services to enter into a contract with ABC Cayuga Inc. for services at Play Space
- 1-20-HH-12 Authorizing the Director of Community Services to fill 1 part-time Case Work Aide position in the Children & Family Services Unit
- 1-20-HH-14 Authorizing the Director of Community Services to fill 2 Sr. Account Clerk positions in the Child Support Unit of the Department of Social Services due to the reclassification of 2 Account Clerk positions by the Cayuga County Civil Service Commission
- 1-20-HH-15 Authorizing the Director of Community Services to fill a Caseworker vacancy in Child Welfare Unit
- 1-20-HH-16 Authorize the filling of one vacant full-time Health Home Care Management position at the Mental Home Care Management position at the Mental Health Center due to a resignation
- 1-20-HH-17 **(Revised)** Authorizing the Chairman of the Legislature and the Public Health Director to enter into a contract with Homsite Fund Inc. and to create and fill a sanitarian position to perform services under the grant
- 1-20-HH-18 Authorizing the Public Health Director to create and fill a Public Health Engineer position in the Health Department
- 1-20-HH-19 Authorize the Chair of the Cayuga County Legislature and the Director of Community Services to fill a vacant Community Mental Health Professional at the Mental Health Center

End of bundle

- 1-20-HH-13 **(PULLED)** Authorizing the Director of Community Services to fill a Human Services Examiner position (100% funded) in the Medicaid Unit of Social Services

Motion by Foley to bundle GO 1 & 2, 2nd by Vitale, all in favor.

GOVERNMENT OPERATIONS:

- 1-20-GO-1 Authorizing the Chairman of the Legislature and the Commissioners of the Cayuga County Board of Elections to sign NTS Maintenance and Support

1-20-GO-2 Authorizes Cayuga County Veterans Services to fill a Part-Time Driver

Motion by Dennison to go into executive session for the employment history of a particular person at 6:02PM, 2nd by Batman, all in favor.

Motion by Dennison to come out of executive session at 7:00PM, 2nd by Vitale, all in favor.

1-20-WM-11 Authorizing salary adjustments for Part II and Part IV of the County of Cayuga Compensation Plan for Non-Bargaining Employees for the year 2019. **Motion by Vitale, 2nd by Daly, all in favor.**

PLANNING:

1-20-PL-1 A Resolution to increase State Support for Cornell Cooperative Extension County Associations in the State of New York. **Motion by Dennison, 2nd by Daly, all in favor.**

1-20-PL-2 **(Added 1/21/20)** Authorizing submission of a county request for State Resiliency and Economic Development Initiative (“REDI”) funding for the construction of the Sterling Nature Center’s Lake Ontario Resiliency and Education Facility and authorizing county matching funds upon award of REDI funding. **Motion by Whitman, 2nd by Dennison, all in favor.**

Motion by Whitman to bundle PW 1-4, 2nd by Dennison, all in favor.

PUBLIC WORKS:

1-20-PW-1 Amending the 2020 County Budget to allow the court “tenant” work to be completed in the Historic Post Office with the cost to be reimbursed by the State of New York

1-20-PW-2 Authorizing the Buildings and Grounds Department to hire a full time Assistant Park Maintenance Supervisor

1-20-PW-3 Authorizing the establishment of Capital “H” Project 20-01 (“Weedsport Sennett Box Culvert”) and authorizing the acceptance of construction bid for the replacement of a box culvert on Weedsport Sennett Rd.

1-20-PW-4 Authorization to accept bid for County Route 43c over Owasco Inlet Bridge Replacement Project

JUDICIAL & PUBLIC SAFETY:

Motion by Dennison to bundle JP 1,3, & 4, 2nd by Batman, all in favor.

1-20-JP-1 Authorizing the Sheriff’s Office to set a fee schedule for the acquisition, amendment and transfer of New York State Pistol Permits

1-20-JP-3 Authorizing the Chairman of the Legislature to accept a grant from the New York State Governor’s Traffic Safety Committee

1-20-JP-4 Authorize the Sheriff to fill one Deputy Sheriff in the Law Enforcement Division of the Cayuga County Sheriff’s Office

End of bundle

1-20-JP-2 Authorize the Sheriff to fill one vacant SRO position in the Cayuga County Sheriff’s Office. **Motion by Dennison, 2nd by Daly, all in favor.**

1-20-JP-5 Authorizing the Probation Department to enter into a contract with Cayuga Counseling to provide all pretrial release services. **Motion by Whitman, 2nd by Batman, all in favor except Petrus and Foley abstain.**

1-20-JP-6 Authorization to create and fill full-time Support Staff (Confidential Secretary to DA) position in the District Attorney’s Office together with setting the salary. **Motion by Whitman, 2nd by Vitale, all in favor.**

1-20-JP-7 **(Amended)** Authorization to create a full-time Assistant District Attorney position in the District Attorney’s Office and setting the salary. **Motion by Whitman, 2nd by Vitale, defeated by show of hands; noes – Vitale, Daly, Foley, and Batman; ayes – Petrus, Whitman, and Dennison.**

1-20-JP-8 **(Revised)** Authorize the Deputy Sheriff's Police Association (DSPA) to enter a Memorandum of Agreement to staff Patrol Officers at School Districts to serve as School Resource Officers. **Pulled from Ways and Means by Dennison.**

Motion by Foley to adjourn at 7:30PM, 2nd by Dennison, all in favor.