



**MINUTES
WAYS & MEANS COMMITTEE
Tuesday, February 18, 2020, Chambers – 5:30PM**

CALL TO ORDER: By Hon. Christopher Petrus, Chair called the meeting to order at 5:26PM

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

OTHER: Chair Aileen McNabb-Coleman, Legislators Charlie Ripley, Timothy Lattimore, Paul Pinckney, County Attorney Chris Palermo, Real Property Director Kelly Anderson, Director of Community Services Ray Bizzari, County Treasurer Jim Orman, HR Administrator Lisa Lippoldt, Parks Maintenance Supervisor Doug Dello Stritto, Sheriff Brian Schenck, Civil Service Commissioners Bruce Sherman and Todd Delaney, Purchasing Director Don Carr, Buildings and Grounds Superintendent Gary Duckett, Office for the Aging Director Brenda Wiemann, DPW Deputy Director Carl Martel, Weights and Measures Director Larry Roser, Citizen Reporter Mary Catalfamo and Deputy Clerk of the Legislature Amanda Morgan

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

APPOINTMENTS: None

DEPARTMENT UPDATES FOR COMMITTEE:

• **Jim Orman (Treasurer) –**

A. Pam Landon has done an outstanding job processing all of the retroactive paychecks to the employees. She supervised the effort and handled all of the questions from employees. She then made sure all of the checks were calculated correctly (not an easy job) and everyone received what was due to them. This was done above and beyond her normal duties following all of the year-end close-outs. This so impressed Cortney Haberlau (who assisted her) that Cortney nominated Pam for an “Employee First” award through Human Resources.

B. Since Jen Indelicato joined our office in 2012 she has processed 1431 installment agreements to assist delinquent taxpayers catch up on their taxes. In 2012 the rate of taxpayers defaulting on these agreements was 37%. In 2019 the rate of default was trending at 10% with the final figure to be calculated later. That is an incredible increase of taxpayers completing their agreements and an increase in the County receiving these back taxes. Jennie is to be commended in continuing to maintaining this success rate.

• **Kelly Anderson (Real Property) –**

- City of Auburn County tax bills processed and mailed.
- Ongoing data collection in Springport.
- Regular office hours held in assessing towns.
- Collecting and reviewing exemption applications.
- Hired a Senior GIS Specialist to fill vacancy created by December retirement.
- Migration of GIS database to new servers.
- Foreclosure auction date set for Wednesday, June 3 at Emerson Park Pavilion.

2-20-WM-3 To adopt Local Law No. _____ for the year 2020, granting partial property tax exemption to certain seniors and disabled persons, 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 Batman, 2nd by Foley, all in favor.**

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

YEAR-TO-DATE COMBINED TRANSACTIONS: **1,361**

- County departments: **911** total transactions
- Schools, Towns, Villages, BOCES & Special Districts:

138	Schools
108	Towns
30	Villages
132	BOCES

10	CCC
32	Seymour Library
0	Soil & Water
0	Water & Sewer
450	Total Transactions

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

Transaction Type	No.
Permanent Appointments	41
Provisional Appointments	6
Contingent-Permanent Appointments	0
End of Probationary Period	195
Layoffs Due to Abolishment of Positions	0
Layoffs Due to Lack of Funds or Work	0
Promotions	0
Reinstatements	0
Removals	46
Resignations	20
Retirements	6
Seasonal Appointments	1
Temporary Appointments	1

■ Exams administered & Application fees collected:

Exams Administered		Application Fees Collected:	
January Only	1	January Only	\$725
Year-to-Date	1	Year-to-Date	\$725

Demographic Results for January

Towns and Villages:

Applications Total: 45

Female: 57.78%

Male: 40%

Non-Binary: 2.22%

White: 93.33%

Minorities: 4.44%

No Answer: 2.23%

Cayuga County:

Application Totals: 98

Female: 75.5%

Male: 24.4%

No Answer: 1%

White: 95.9%

Minorities: 1.03%

No Answer: 3.06%

Exams:

Total Signed up: 54

No Shows: 17

Females: 29.72%

Male: 64.86%

No Answer: 5.42%

White: 75.67%

Minorities: 16.22%

No Answer: 8.11%

New Hires Total: 7

Female: 57.14%

Male: 42.86%

White: 100%

RESOLUTIONS:

WAYS & MEANS:

- 2-20-WM-1 Approving the Collective Bargaining Agreement between the Cayuga County Deputy Sheriff's Police Association and the County of Cayuga for the period of January 1, 2020 through December 31, 2022. **Motion by Dennison, 2nd by Vitale, all in favor.**
- 2-20-WM-2 Approving claims of the Clerk of Legislature Office and authorizing the County Treasurer to pay. **Motion by Whitman, 2nd by Dennison, all in favor.**

Motion by Whitman to bundle HH 1-6 & 8-19, 2nd by Dennison, all in favor except, Petrus and Foley abstain on HH-5 & 11.

HEALTH & HUMAN SERVICES:

- 2-20-HH-1 Authorizing the renewal of the Lease Agreement between PFI Housing Company of Auburn, Inc. for a portion of the premises located at 149 Genesee St., Auburn, New York ("Edward T. Boyle Center") for the Long Term Care Office
- 2-20-HH-2 Authorizing the Chair of the Cayuga County Legislature and the Director of the Office for the Aging to sign annual contracts with various subcontractors
- 2-20-HH-3 Authorizing the Chairman of the Legislature and the Director of Community Services to enter into a contract with Catholic Charities if the Finger Lakes to provide supervised visitation services for clients referred to them by the Department of Social Services
- 2-19-HH-4 Authorizing the Chairman of the Legislature and the Director of Community Services to enter into a contract with Cayuga Centers for the provision of Family Preservation Services, and Family Support
- 2-20-HH-5 Authorizing the Chairman of the Legislature and the Director of Community Services to enter into a contract with Cayuga Counseling Services, Inc. for the Provision of Employment Experience for Public Assistance Recipients
- 2-20-HH-6 Authorizing the County Legislature and the Director of Community Services to enter into a contract with the Maple Wood Cemetery of Five Corners to provide for indigent burials
- 2-20-HH-8 Authorize the Director of Community Services to fill a Resource Consultant vacancy
- 2-20-HH-9 Authorizing the Chairman of the Legislature and Director of Community Services to enter into a contract with Salvation Army Pathway of Hope for Case Management of TANF Clients (100% funded)
- 2-20-HH-10 Authorizing the Chairman of the Legislature and the Director of Community Services to enter into a contract with Cayuga Centers for provision of three respite beds
- 2-20-HH-11 Authorizing the Chairman of the Legislature and the Director of Community Services to enter into a contract with Cayuga Counseling Services, Inc. for the Provision of Supervision & Monitoring Services
- 2-20-HH-12 Authorizing the Chairman of the Legislature and the Director of Community Services to enter into a 2-year contract with Chapel House (Temporary Homeless Shelter for Men)
- 2-20-HH-13 Authorizing the County Legislature and the Director of Community Services to enter into a contract with Community Action Programs Cayuga/Seneca to provide a CPS Domestic Liaison in DSS
- 2-20-HH-14 Authorizing the Chairman of the Legislature and the Director of Community Services to enter into a contract with Hillside Children's Center for recruitment, training and retention of foster parents
- 2-20-HH-15 Authorizing the Chairman of the Legislature and the Director of Community Services to renew the contract with Community Action Programs Cayuga/Seneca for the Provision of Non-Residential Domestic Violence Services

- 2-20-HH-16 Authorizing the Director of Community Services to fill a Sr. Typist position in the SNAP Unit of the Department of Social Services due to the reclassification of a Clerk position by the Cayuga County Civil Service Commission
- 2-20-HH-17 Authorizing the Director of Community Services to fill a Principal Social Welfare Examiner position in the HEAP Unit of the Department of Social Services due to a reclassification of a Senior Social Welfare Examiner position by the Cayuga County Civil Service Commission
- 2-20-HH-18 Authorize the filling of a full-time Staff Social Worker (CMH) at the Community Mental health Center of Cayuga County due to a retirement
- 2-20-HH-19 Authorizing the Director of Community Services to fill a Sr. Typist position at the Community Mental Health Center of Cayuga County due to the reclassification of a typist position by the Cayuga County Civil Service Commission

End of bundle

- 2-20-HH-7 Authorizing implementation of transfer of function of a Sr. Computer Systems Technician (DP) in the Information Technology Department to the Department of Social Services pursuant to the recommendation of the Director of Community Services and the Information Technology Department. **Motion by Whitman, 2nd by Dennison.**

Discussion:

Batman says he has no problem with the idea and understands. Dennison asks if this would make it so we would have to replace someone in IT. Daly says that this person would still be supervised by the IT Department. She says this person is designated to a lot of DSS programs, but at this point primarily to look at maximizing reimbursement for the position. Bizzari says that position can be claimed by DSS and that could free them up to get another person because there are not enough people in IT. He says the administration they do is processing timesheets through payroll.

All in favor except Batman.

Motion by Vitale on GO 1,2, & 4, 2nd by Dennison, all in favor.

GOVERNMENT OPERATIONS:

- 2-20-GO-1 Amending the Rules of Order for the Cayuga County Legislature
- 2-20-GO-2 Authorization to fill and fund the position of Assistant County Attorney and abolish the Paralegal position in the Office of the County Attorney
- 2-20-GO-4 Amend and extend Master Services Agreement between Cayuga County and Entre Computer Services
- 2-20-GO-3 Update the Cayuga County Purchasing Policy. **Motion by Vitale to refer back to Government Operations, 2nd by Batman, all in favor.**
- 2-20-GO-5 Appointing and setting the salary of the Cayuga County Attorney for a two-year term. **Motion by Whitman, 2nd by Daly, all in favor.**

Motion by Dennison to bundle PL 1-5 & 7, 2nd by Vitale, all in favor

PLANNING:

- 2-20-PL-1 Authorizing the Chair of the Legislature to execute an agreement between the Community Science Institute and Cayuga County for implementation of the FY 2020 Cayuga Lake Stream Monitoring Program
- 2-20-PL-2 Authorizing the Chairman of the Legislature to execute an agreement between the Finger Lakes Institute and Cayuga County for implementation of the FY 2020 Owasco Lake and Stream Monitoring Program
- 2-20-PL-3 Authorizing a contract execution with the Oswego County Soil and Water Conservation District for the Transfer of NYSDEC funding for the Finger Lakes-Lake Ontario Watershed Protection Alliance to Cayuga County, State Fiscal Years 2019 – 2020 Funding
- 2-20-PL-4 Authorizing the filing of applications for State Assistance from the Household Hazardous Waste (HHW) State Assistance Program, signing of the associated state contracts and authorizing circulation of bids for Electronics Recycling Vendor Services

- 2-20-PL-5 Authorizing the approval and adoption of the document titled “Residential Guidelines to Protect Water Quality in Cayuga County” and the circulation of the document to Cayuga County Municipalities
- 2-20-PL-7 Authorizing Cayuga County acceptance of a 2019 CFA Grant Award for the development of Sterling Nature Center Building Construction documents and confirming Cayuga County’s Agreement with New York State Office of Parks, Recreation and Historic Preservation Master Contract terms and conditions

End of bundle

- 2-20-PL-6 **(DRAFT)** Authorizing modification of the Engineering Services Agreement for Owasco Flats Wetland Restoration and Riparian Buffers Initiative Project and authorizing the County to advertise and receive bids to construct the project and authorizing the Chair of the Cayuga County Legislature to execute documents.

Motion by Batman, 2nd by Whitman, all in favor.

PUBLIC WORKS:

Motion by Vitale PW 1,2,5,6,7,8,9, 10, 12, 13, 14, & 17, 2nd by Dennison, all in favor

- 2-20-PW-1 Authorizing the Director of Weights and Measures to purchase a 150/20 gallon prover trailer
- 2-20-PW-2 Authorizing the Buildings and Grounds Department to hire a part time Building Maintenance Mechanic to replace a part time Building Maintenance mechanic who accepted a full time position within the department
- 2-20-PW-5 Resolution to grant a three year license agreement with the Owasco paddles, LLC. Vendor to provide the service of renting kayaks, canoes, paddleboards and similar recreational equipment from Emerson Park Property
- 2-20-PW-6 Authorizing the Parks & Trails Department to appropriate budgeted funds to complete the Cato-Brutus Trail Bridge “C” Project
- 2-20-PW-7 Authorize expenditure of funds from Reserve Account No. A-18838 Pavilion Buildings and Equipment for Repairs to the Emerson Park Pavilion Porch
- 2-20-PW-8 Resolution to change the pay rate of the part time Laborer position at the Sterling Nature Center
- 2-20-PW-9 Authorizing the hiring of seasonal staff for the Parks & Trails Department for the 2020 season
- 2-20-PW-10 Authorizing the Deputy Director of Public Works to access and use the Internet Government Solutions Equitable Business Opportunities System for NYDOT funded projects
- 2-20-PW-12 Authorizing the Chairperson to extend 2018 sealed bids for the purchase of base stabilization, bituminous concrete, equipment rental, limestone, native stone/gravel, snow and ice control sand and striping
- 2-20-PW-13 Authorizing the Chairperson of the Cayuga County Legislature to extend 2019 sealed bids for the purchase of guiderail, pipe/pipe arch, hot in place asphalt, sign faces, sign posts, transit mix concrete, and tree trimming
- 2-20-PW-14 Authorizing the Deputy Director of Public Works and the Chairperson of Cayuga County Legislature to enter into a consignment contract with Kings Auto
- 2-20-PW-17 Fixing Day and Notice of Public Hearing on a Local Law repealing Local Law No. 5 of 2018 and establishing the Departments of Buildings and Grounds, Weights and Measures, and the Cayuga County Highway Department; establishing the positions of Superintendent of Buildings and Grounds, Director of Weights and Measures, and Highway Superintendent

End of bundle

Motion by Vitale to bundle PW-3 & 4, 2nd by Dennison, all in favor.

Pinckney ask if there is an intention to put it back into reserve,

- 2-20-PW-3 **(No motion @ PW/REVISED 2/18/20)** Authorizing the replacement of a rooftop HVAC unit serving the Hardenberg Building

2-20-PW-4 **(No motion @ PW/REVISED 2/18/20)** Authorizing the replacement of two rooftop HVAC units serving the Historic Post Office

End of bundle

2-20-PW-16 **(REVISED 2/18/20)** Authorizing the repair of the chiller serving the County Office Building. **Motion by Vitale, 2nd by Dennison, all in favor.**

2-20-PW-11 Authorizing the Chairperson of the Legislature and Highway Superintendent to enter into an agreement with towns and mowing on county roads.

Motion by Batman, 2nd by Dennison.

Motion by Whitman to amend rate to \$260.00, no 2nd.

Motion by Vitale to amend rate to \$250.00, 2nd by Whitman,

Motion by Batman to table, 2nd by Foley.

Foley asks in the meantime to get more accurate numbers on the rates.

All in favor except Dennison.

2-20-PW-15 Authorization to fill a working Foreperson position in the Highway Department. **Motion by Dennison, 2nd by Batman, all in favor.**

JUDICIAL & PUBLIC SAFETY:

Motion by Whitman to bundle JP 1-5, 2nd by Daly, all in favor of JP 1-5.

2-20-JP-1 Authorization to fill one vacant Emergency Services Dispatcher position due to a resignation

2-20-JP-2 Authorization to change titles only within the Cayuga County Probation Department

2-20-JP-3 Authorize the Sheriff to purchase and equip two (2) new marked patrol cars and replace one (1) K-9 equipped car

2-20-JP-4 Authorize the Cayuga County Sheriff and the Chairman of the Cayuga County Legislature to extend the contract with Galls, LLC to supply uniforms to Cayuga County Custody and Patrol Officers.

2-20-JP-5 Authorize the Sheriff of Cayuga County to fill seasonal personnel positions for the Marine Patrol Unit.

Motion by Dennison to go into executive session for employment history of a particular person 6:32PM, 2nd by Foley, all in favor except Whitman and Batman.

Motion by Whitman to come out of executive session at 7:10PM, 2nd by Dennison, all in favor.

Motion by Vitale to adjourn at 7:11PM, 2nd by Whitman, all in favor.