



MINUTES
WAYS & MEANS COMMITTEE
Tuesday, March 17, 2020, Chambers – 5:30PM

CALL TO ORDER: By Hon. Christopher Petrus, Chair, Chair called the meeting to order at 5:29 pm

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

OTHERS: **Chair** Aileen McNabb-Coleman, Legislators Charlie Ripley, Paul Pinkney and Timothy Lattimore County Attorney Chris Palermo; Director of Community Services Ray Bizzari; HR Administrator Lisa Lippoldt; Sheriff Brian Schenck; Detective Lieutenant Fred Cornelius; Treasurer Jim Orman; Deputy Treasurer Mary Beth Leeson; Buildings & Grounds Superintendent Gary Duckett; Public Health Director Kathleen Cuddy; 911 Administrator Denise Spingler; Real Property Director Kelly Anderson; Office for the Aging Director Brenda Wiemann; Steve Lynch; Highway employee Steven Vandyke; Lacey Bailey, Confidential Secretary to the County Attorney.

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

APPOINTMENTS: None

DEPARTMENT UPDATES FOR COMMITTEE:

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

- Tracking an Executive Budget Revenue Bill (part O, Bill numbers S.7509 & A.9509) that would remove the STAR exemption or credit to delinquent property owners. The Treasurer's Office and I are very much opposed to this item for several reasons. We would like to discuss the possibility of having the Legislature adopt a resolution opposing this legislation.
- Presented an update to Springport Town Board on status of Assessment Services and the assessment update project.
- Regular office hours held in assessing towns.
- Collecting and reviewing exemption applications in preparation for Tentative Roll.
- Migration of GIS database to new servers.
- Fielding questions about purchasing foreclosure parcels prior to auction. The last day to pay back taxes on foreclosure properties was 3/6/2020.
- Please direct any tax foreclosure questions to me ASAP.
- Operations are fully remote in Real Property as of this afternoon. No interruption of operations is expected. Will continue to use centralized communications through the County. Real Property is in a good position to continue operations moving forward.
- Discussion of GIS services for 911 and that while willing to assist with a small portion, her staff could not currently accommodate the addition workload to support that in a timely manner.

3-20-WM-1 Authorizing the Settlement of the Matter of Kohls Illinois Inc. vs. the Assessor for the Town of Aurelius; the Board of Assessment Review of the Town of Aurelius; and the Town of Aurelius, County of Cayuga, State of New York (Index No. E2019-0828) and the Execution of a Stipulation of Settlement

3-20-WM-2 Authorizing the Settlement of the Matter of Chemung Canal Trust Company vs. the Assessor for the City of Auburn, New York; and the City of Auburn (Index Nos. 115764-2017, 118618-2018, 125114-2019) and the Execution of a Stipulation of Settlement

Motion by Foley to bundle 3-20-WM-1 and 3-20-WM-2, 2nd by Daly, all in favor.

• **Jim Orman (Treasurer) –**

- The foreclosure process is fast approaching the auction date in June. March 6th was the final date for redemption. The County should take title in early May. As we move forward there will be questions from people in foreclosure. While our office and the Office of Real Property can usually answer most questions there may be some that filter through to the individual legislator that covers that district.

- The Ways & Means Committee recently received an email from Mary Beth Leeson concerning the CM (Special Revenue) funds. Mary Beth was present and reviewed these. Copies were distributed prior to meeting.
- Starting tomorrow skeleton crews 8:30 am to 4:30 pm. Limited hours to public. Normal deposits made and business as usual as apparent to the public.

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

New Hires – February- 9 individuals

Females: 55.6%
 Males: 44.4%
 White: 100%

Applicants: County – Total 61

Females: 47.5%
 Males: 50.8%
 Non-binary: 1.7%
 White: 86.8%
 Minority: 3.3%
 No answer: 9.9%

Exams – February

26 Signed up
 23 Showed up (88.5%)
 Females: 91.3%
 Males: 8.70%
 White: 100%

Applicants: Towns/Villages – Total 27

Female: 59.25%
 Male: 40.75%
 White: 96.3%
 Minorities: 3.7%

Month's Activities

- Updating Continuity of Operations Plan
- Interviewing for Deputy HR Administrator position
- Recruitment process and applicant reviews for Highway Superintendent, General Highway Foreperson, and Medium MEOs
- Recertification of the abolished General Highway Foreperson by the Commission on 3/17/2020
- Certification of new SPO School District position by the Commission on 3/17/2020
- Creating marketing materials for community outreach events
- 50% operations ½ from home ½ from office rotating basis. Call-ins and appointments only for staff and applicants to eliminate drop-ins and foot traffic. Paperwork can be completed and submitted ahead of time.

Discussion:

Daly asked if/why Deputy HR Administrator position was being put on hold. Lippoldt noted that getting in contact with people has been challenging but they are still looking to fill ASAP.

Lattimore wanted to confirm that if we have people working out of title we would pay them appropriately.

Lippoldt explained that they would only have people working at lower titles, not higher, therefore, their pay would remain the same. Chair McNabb-Coleman added that she had met with local union leaders and they were happy the legislature and committees were working with them and the message they were giving to their members is that everyone is here to pull their weight and we are all doing the best we can.

- **Tracy Verrier (CEDA) – Presented a 'Draft' form for the Microloan program to create an emergency loan fund to create an emergency loan fund to provide small loans for businesses impacted by current COVID-19 situation. Looking for additional monies to put in the fund. CEDA will put the opportunity out as it is and see what the demand is coming back then bring that information back to County for consideration.**

RESOLUTIONS:

WAYS & MEANS:

- 3-20-WM-3 Approving claims of the Clerk of Legislature Office and authorizing the County Treasurer to pay. **Motion by Daly, 2nd by Foley, all in favor.**
- 3-20-WM-4 Resolution requesting State Home Rule Legislation for extension of additional 1% Sales Tax to November 30, 2019. **Motion by Foley, 2nd by Dennison, all in favor. Palermo to fix title and resolved to say 2023.**
- 3-20-WM-5 **(Approved at Emg. Leg Meeting of 3-16-20)** Establish Legislative Emergency Response Budget for COVID-19 related expenditures

3-20-WM-6 Authorizing Cayuga County to submit an application for New York State Census 2020 Complete Count Outreach Grant Funds to certain not-for-profit agencies pre-qualified by New York State for Cayuga County Census outreach efforts. **Motion by Daly, 2nd by Vitale, all in favor.**

3-20-WM-7 (Added 3-17-20) Appointing John Chomyk to the Office of County Auditor. **Motion by Vitale, 2nd by Daly, all in favor except Whitman.**

HEALTH & HUMAN SERVICES:

- 3-20-HH-1 Authorizing the Chair of the Legislature and the Director of the Office for the Aging to sign agreement with Elderchoice for meal service
- 3-20-HH-2 Authorizing the Chair of the Legislature and the Director of the Office for the Aging to sign agreement with VNA Home care Options, LLC for meal service
- 3-20-HH-3 Authorizing the Chair of the Legislature and the Director of the Office for the Aging to sign agreement with iCircle Services of the Finger Lakes, Inc. for meal service through the Cayuga County Office for Aging Senior Nutrition Program
- 3-20-HH-4 Authorization to create and fill part-time Aging Services Assistant in the Office for the Aging (2/3)
- 3-20-HH-5 Authorizing the Public Health Director to purchase vehicle for the Health Department
- 3-20-HH-6 Authorizing the Chairman of the Legislature and the Public Health Director to enter into a MOU with Birnie Bus for transportation of preschool child
- 3-20-HH-7 **(PULLED)** Authorizing the Chairman of the Legislature and the Director of Community Services to enter into a contract with the Auburn Police Department to accompany staff on motel visits
- 3-20-HH-8 Amending the Social Services 2020 Budget to accept funds from the Office of Temporary and Disability Assistance in the form of a Noncustodial Parent Employment Program Award
- 3-20-HH-9 Authorizing the Chairman of the Legislature to create and the Director of Community Services to fill a Sr. Social Welfare Examiner position and abolish a Clerk position in the Department of Social Services.
- 3-20-HH-10 Authorizing the County Legislature to create and the Director of Community Services to fill a Case Supervisor Grande B (Permanency Specialist) position in the Children & Family Services Unit
- 3-20-HH-11 Authorizing the Chairman of the Legislature to create and the Director of Community Services to fill a Supervisor of Family Services in the Department of Social Services
- 3-20-HH-12 Authorizing the Director of Community Services to purchase four vehicles for Department of Social Services
- 3-20-HH-13 Authorizing the Director of Community Services to fill a Human Services Examiner position (100% funded) in the Medicaid Unit of Social Services
- 3-20-HH-14 Authorizing the Director of Community Services to enter into a Support and Maintenance Agreement with Q-matic Corporation for maintenance of software installed in intake unit of Department of Social Services
- 3-20-HH-15 Authorize the filling of a full-time Community Mental Health Nurse Supervisor at the Community Mental Health Center of Cayuga County due to a retirement
- 3-20-HH-16 Authorizing the Chair of the Cayuga County Legislature and the Director of Community Services to contract with agencies for the HEALing Communities Study
- 3-20-HH-17 Authorizing the Chair of the Cayuga County Legislature and the Director of Community Services to contract with Liberty Resources, Inc., for the provision of adult crisis respite
- 3-20-HH-18 Authorization to create and fill one full-time grant funded Technical Assistance Coordinator position

3-20-HH-19 **(Revised 3-17-20)** Public Health Director to accept additional Public Health Preparedness Funding for COVID-19

Motion to bundle 1-6 & 8-19 by Daly, 2nd by Batman, all in favor.

GOVERNMENT OPERATIONS:

- 3-20-GO-1 Authorizing the Cayuga County Clerk to create and fill a Full Time Index and Recording Clerk
- 3-20-GO-2 Resolution in support amending the New York Alcohol Beverage Control Law with regard to Veterans and Fraternal Organizations.
- 3-20-GO-3 Update to Cayuga County Purchasing Policy
- 3-20-GO-4 Authorizing the Chairman of the Legislature and the Commissioners of the Cayuga County Board of Elections to sign Phoenix, Inc. Contract

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

PLANNING:

- 3-20-PL-1 Authorizing Cayuga County to award a Professional Services Contract amendment for detail design and cost estimates for certain Deauville Island Capital Improvements at Emerson Park. **Motion by Batman, 2nd by Vitale, all in favor.**

PUBLIC WORKS:

- 3-20-PW-1 Authorizing the Chair of the Cayuga County Legislature to sign the annual Lease Agreement with Soules & Dunn Associates for 10 parking spaces in the County Parking lot at 172 Genesee Street, Parcel ID Number 115.60-1-36
- 3-20-PW-2 Authorization to enter into a Service Agreement with LINSTAR for Security Equipment including printers, cameras, controllers, card readers and other related equipment
- 3-20-PW-4 Authorization to sign Supplemental Agreement No. 2 with Fisher Associates for County Rte 43C over Owasco Outlet Bridge Replacement Project
- 3-20-PW-5 Authorizing the Highway Department to hire 10 seasonal laborers
- 3-20-PW-6 Authorizing the Highway Superintendent and the Chairperson of Cayuga County Legislature to enter into an agreement with Evolution Consulting for drug testing services
- 3-20-PW-7 Accept recommendation by County Owned Real Property Committee to retain a portion of county owned land (part of tax map no. 101.00-1-7.1) that Greg Scoville of Throop has requested to purchase from the county.

Motion to bundle 1, 2, 4, 5, 6 & 7 by Whitman, 2nd by Dennison.

Discussion:

Pinkney requested an explanation of 4. Vitale replied. Former DPW Deputy Director Carl Martel had started this process to get this bridge replacement project relooked at, but it had to go back out for 3 proposals so it got delayed. Fisher is the one who is going to be overseeing the replacement project. The bridge is out and they are actually breaking up the abutments today. Silverline is doing the work. We've done a lot of work with them at the County and they have done good work. Fischer is basically going to be overseeing to make sure they do everything correctly. Foley requested and received confirmation from Attorney Palermo that per what was discussed at committee 4 and 5 had been numbered incorrectly.

All in favor.

- 3-20-PW-3 Authorizing the renewal of the agreement with the Oswego Valley ATV Club to allow access to the Hojack Trail from Oswego County West to the Cato/Fair Haven Trail and for the entire length of the Cato/Fair Haven Trail for the 2020, 2021 and 2022 Seasons. **Motion by Dennison, 2nd by Vitale.**

Discussion:

Dennison mentioned that as discussed in committee he was not happy with the way it works but understands for insurance reasons it has to be done.

All in favor.

3-20-PW-8 (ADDED 3/13/20) Authorizing the Chair of the Cayuga County Legislature to request that Jensvold Rd in the Town of Sterling be discontinued as a Town Road. **Motion by Whitman, 2nd by Foley, all in favor.**

3-20-PW-9 (ADDED 3/13/20) Authorizing the Chair of the Legislature to enter into agreements with Towns for Mowing County Roads. **Motion by Whitman, 2nd by Daly.**

Discussion:

Vitale mentioned that he had talked to the Town Supervisors last week and received no opposition when he told them the rate and number of times.

All in favor.

3-20-PW-10 (ADDED 3/13/20) Authorization to fill a heavy equipment operator position in the Highway Department. **Motion by Whitman, 2nd by Daly.**

Discussion:

Batman requested confirmation that this is just a reauthorization and no one was hired to fill this position within the last couple of months.

All in favor.

JUDICIAL & PUBLIC SAFETY:

3-20-JP-1 Authorization to fill two vacant part-time Emergency Services Dispatcher position due to vacancies

3-20-JP-2 Authorization to fill one vacant Emergency Services Dispatcher position due to a resignation

3-20-JP-3 Authorization to fill one vacant Emergency Services Dispatcher position due to a resignation

3-20-JP-4 Authorizing the Chair of the Legislature to enter into an agreement with Nick Colas for GIS Management and Services for the Cayuga County E-911 Center.

3-20-JP-6 Authorizing the District Attorney to fill FT Senior Assistant District Attorney vacancy in the District Attorney's Office

3-20-JP-8 (PULLED) Authorizing the Cayuga County Probation Department to enter into a contract with Cayuga Counseling Services to provide Alternatives to Incarceration services, composed of Alternative sentencing and Pretrial Diversion

3-20-JP-9 Authorize the Sheriff to purchase a new Chevrolet Pickup Truck to replace an existing 2011 Chevrolet Pickup Truck to be utilized by the inmate work crew.

3-20-JP-10 Authorizing District Attorney to fill Confidential Investigator vacancy in office

3-20-JP-11 Authorizing the Chairperson of the Legislature to sign a one year contract renewal with Finger Lakes Communications for the microwave maintenance

Motion to bundle **1, 2, 3, 4, 6, 9, 10, & 11** by **Dennison, 2nd by Daly.**

Discussion:

Batman regarding JPS6 a reminder that this was created in case the DA found an attorney that was ideal but would not come at the lower rate.

All in favor.

3-20-JP-5 Authorization to create and fill the position of 911 Data Analyst in the Cayuga County E-911 Center

Discussion:

Dennison will pull this and bring it back to committee next month so Denise Spingler has the chance to consider adding GIS duties and making this a full time position. Foley posed a concern that this was an immediate need and now will be delayed, so what would happen to the extra work in the interim.

3-20-JP-7 **(Amended @ JPS)** Authorization to create a full-time Assistant District Attorney position in the District Attorney's Office and setting the salary (2/3). **Motion by Dennison, 2nd by Daly.**

Discussion:

Daly asked for and received confirmation that this was the one amended at JPS meeting.

All in favor.

Motion by Foley to adjourn at 6:36PM, 2nd by Daly, all in favor.