



MINUTES
WAYS & MEANS COMMITTEE
Wednesday, September 18, 2019, Chambers – 5:30PM

CALL TO ORDER: By Hon. Patrick Mahunik called the meeting to order at 5:30PM

MEMBERS: Legislators Joseph Bennett (Vice Chair), Elane Daly, Joseph DeForest, Ryan Foley, Christopher Petrus, and Paul Pinckney

EXCUSED: Elane Daly and Chris Petrus

OTHERS: Legislators Aileen McNabb-Coleman (Acting in place of Elane Daly as Vice Chair of HHS) and Tim Lattimore (Acting in place of Christopher Petrus as Vice Chair of Judicial), Legislators Charlie Ripley, County Attorney Chris Palermo, Under Sheriff Steve Smith, Youth Bureau Director Lloyd Hoskins, Director of Community Services Ray Bizzari, Planning Director Steve Lynch, Deputy Director of Public Works Carl Martel, County Treasurer Jim Orman, Public Health Director Kathleen Cuddy, HR Administrator Lisa Lippoldt, Chief Assistant County Attorney Richard Graham, Director of Veterans Services Jessica Strassle, Purchasing Director Don Carr, Buildings and Grounds Superintendent Gary Duckett, Civil Service Commissioner Todd Delaney, and Deputy Clerk of the Legislature Amanda Morgan

MINUTES TO APPROVE: August 20, 2019, Motion by Bennett, 2nd by McNabb-Coleman (Vice Chair of HHS), all in favor.

APPOINTMENTS: None

DEPARTMENT UPDATES FOR COMMITTEE:

- **Kelly Anderson (Real Property) – No updates**

- **Jim Orman (Treasurer) –**
 - The audit of the County has been completed. There were no significant findings by Insero & Co. Copies of the audit have been forwarded to the Legislature. This audit was a very smooth process.
 - We need to discuss the role of Jen Indelicato continuing as Compliance Officer for the County. This is a very complex and time consuming job. Although an original stipend was brought forth none has materialized. The first step is make clear to all what this position means and the ramifications to the County in areas that are not compliant.

Discussion:

Orman discusses something not in his report that has come up with ADP. He says they are offering a program as a benefit to the employees and no cost to the county if implemented by October 1st, after that it is \$2,500. He says it is basically automatic deposits and we would cut employees a debit card.

Orman discusses compliance and knows it is not on the top of the list for everyone, but it is necessary to be done. He says Jenny Indelicato was assigned to be the Compliance Officer about a year and a half ago with a stipend of \$4,500, but the stipend never happened. He says what happening is those duties are beginning to take away from her position in tax collection, which is \$40 million dollars a year and taking away here abilities to do other projects. He says he will go down to see her at 5:30pm and she will be working on compliance stuff and is not fair that she is doing it gratis. He understand that she is willing to put the effort in, but he is not willing to see it. He says at the end of the year she has to sign a certificate to say we are compliant and if we are not that goes on her record and the county gets dinged with fines possibly. He says to be an effective Compliance Officer there needs to be support of a higher authority that can interact with Department Heads to get across to their employees that they need to work with Indelicato. He has spoken with her and she is willing to keep doing it until the end of the year. He personally think that the resolution o provide her the \$4,500 stipend should be resurrected and approved. He says he will provide an update next month of what other counties are doing and maybe the direction we should go in. He would appreciate support in getting her the stipend. He knows some other counties such as Madison and Genesee that have full time Compliance Officers at \$58,000 a year.

Motion by Lattimore to bring back the resolution to give Indelicato the stipend, 2nd by Bennett.

Discussion:

McNabb-Coleman believes there was a request hen talking about Indelicato taking on these duties to have a job outline of duties. Orman responds there was not one drawn up because no one was able to draw it up. He says Indelicato has given him a three page report of things that she is doing. He says in the report one comment is that she has no real mechanism for enforcement. Orman says he will send the report out to the legislature. He believe there was a job description of sorts that was done when the resolutions were presented.

Foley might be good to hold off on it and let the attorney’s review some documents on what actually took place to see what was discussed and took place at that time. He says for himself he is not sure if Lippoldt has reviewed this and he knows sometimes we get into issues with having job 2 as opposed to giving out stipends. He thinks it would be good to look at all of this before giving the stipend. He says if someone is doing additional duties then sometimes it can be put into the job description, have it recreated, and it might come out to more compensation.

Lattimore calls question.

Orman says he is not seeking a stipend going forward in the 2020 budget. He says all he was asking is if there was support for all of the work she has done including comp time.

Motion for resolution passed by majority vote; ayes – Mahunik, Lattimore, Pinckney, Bennett, and DeForest; noes – Foley and McNabb-Coleman.

- **Lisa Lippoldt (Human Resources/Civil Service) –**
 - Steering committee members have completed their review and assessments of the applications for the EMO Director position. Next step is getting the interview panel together for interviewing the top candidates based on the point process utilized.
 - Interviewing Provisional Administrative officer (ES) individuals. Narrowing the decision to one candidate
 - Made job offer to Employment and Training Director II candidate whom will start Sept 23rd orientation.
 - Working with Bail reform committee on job titles and positions for the changes to take place in 2020
 - Interviewing candidates for Principal typist position in HR and Civil Service
 - Continuing to work on EOC/ increased pipeline listings and future outreach projects.
 - Completed the Mandatory Annual training sessions with most of the County staff. Will continue to train those who have missed the training sessions to have staff completed before deadline in October. Continuing FMLA and Sexual Harassment for Supervisory staff only training sessions.

RESOLUTIONS:

WAYS & MEANS:

- 9-19-WM-1 Authorize the closing of two (2) Capital “H” projects and transfer of the balances to the proper accounts. **Motion by Pinckney, 2nd by Bennett, all in favor.**
- 9-19-WM-2 Authorizing the Chair of the Legislature to sign a Joint Services Agreement with the Town of Owasco for Optional County Assessment Services pursuant to RPTL 1537. **Motion by Pinckney, 2nd by Foley, all in favor.**
- 9-19-WM-3 Authorizing the Chair of Legislature to renew a Joint Services Agreement with the Town of Moravia for Optional County Assessment Services pursuant to RPTL 1537. **Motion by McNabb-Coleman, 2nd by Bennett, all in favor.**
- 9-19-WM-4 Authorizing the Chair of the Legislature to sign a Joint Services Agreement with the Town of Springport for Optional County Assessment Services pursuant to RPTL 1537. **Motion by Pinckney, 2nd by Foley, all in favor.**
- 9-19-WM-5 Authorizing the Chair of Legislature to renew a Joint Services Agreement with the Town of Niles for Optional County Assessment Services pursuant to RPTL 1537. **Motion by Bennett, 2nd by McNabb-Coleman, all in favor.**
- 9-19-WM-6 Approving claims of the Clerk of Legislature Office and authorizing the County Treasurer to pay. **Motion by Bennett, 2nd by Pinckney, all in favor.**

Motion by Ripley to bundle HH 1-9, 2nd by DeForest, all in favor.

HEALTH & HUMAN SERVICES:

- 9-19-HH-1 Authorizing the Public Health Director to fill 2 part-time driver vacancies in the Children with Special Health Care Needs Division of the Health Department (if the need should arise) for transportation of preschool special education and/or Early Intervention students
- 9-19-HH-2 Authorizing the Public Health Director to purchase a large scale image scanner for the Health Department
- 9-19-HH-3 Authorizing the Public Health Director to carry out a budget modification in the WIC program budget
- 9-19-HH-4 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 21, 2019 through April 30, 2020
- 9-19-HH-5 Authorizing the Chairman of the Legislature and the Director of Community Services to enter into a contract with Cayuga County Department of Mental Health for the provision of Community, Detention or Respite based Mental Health Diagnostic Assessments to Children and to make recommendations for treatment
- 9-19-HH-6 Authorizing the Director of Community Services to fill a full-time Human Services Examiner position in the Support Collection Unit of Social Services
- 9-19-HH-7 Authorize the Chair of the Cayuga County Legislature and the Director of Community Services to enter into a contract for Mental Health Counseling
- 9-19-HH-8 Amending the Mental Health 2019 Budget to adjust additional State Aid funding
- 9-19-HH-9 Authorize the Chair of the Cayuga County Legislature and the Director of Community Services to enter into a contract for Mental Health Counseling

End of bundle

- 9-19-HH-10 **(TABLED)** Authorizing the Chairman of the Cayuga County Legislature and the Director of Community Services to contract with an Epidemiologist for the NYS HEALing Community Study Grant

GOVERNMENT OPERATIONS:

- 9-19-GO-1 **(Revised ATF)** Authorizes Cayuga County Veterans Services to abolish one part time clerk position and create one part time Veteran Service Officer Position. **Motion by Pinckney, 2nd by McNabb-Coleman, all in favor.**

Motion by Bennett to bundle PL 1-3, 2nd by McNabb-Coleman, all in favor.

PLANNING:

- 9-19-PL-1 Authorizing signing of contract for Household Hazardous Waste Cleanup Project
- 9-19-PL-2 Resolution authorizing and setting the date of a Legislative Public Hearing on Renewal of County Agricultural District #5
- 9-19-PL-3 Declaration of intent that the Cayuga County Legislature be lead agency for the environmental review of the County Agricultural District eight-year review

Motion by DeForest to bundle PW 1-4, 2nd by Pinckney, all in favor.

PUBLIC WORKS:

- 9-19-PW-1 Authorizing the replacement of a heat exchanger in one of the boilers serving the Courthouse (2/3)
- 9-19-PW-2 Authorizing to procure bids for construction of County Rte 43C over Owasco Outlet Bridge Replacement Project
- 9-19-PW-3 Authorizing the Director of Public Works to contract for laundry services for a term of 36 months

9-19-PW-4 Authorization to amend the 2019 Highway budget for Extreme Weather funding appropriation over budget and increase paving account

JUDICIAL & PUBLIC SAFETY:

9-19-JP-6 **(Defeated @ Judicial)** Authorizing District Attorney to accept a grant from New York State Office of Victim Services in order to continue the full-time position of "Victim/Witness Program Coordinator" in the District Attorney's Office in order to comply with legal requirements pursuant to the terms of the Grant Program. **Motion by Lattimore, 2nd by Pinckney, all in favor except McNabb-Coleman.**

9-19-JP-1 **(Defeated @ Judicial)** Authorizing District Attorney to fill full-time Grand Jury Reporter vacancy in District Attorney's Office. **No motion at Ways**

9-19-JP-2 **(Defeated @ Judicial)** Authorization to create a second Court Reporter position in the District Attorney's Office and setting the salary. **No motion at Ways**

9-19-JP-3 **(Defeated @ Judicial)** Authorization to create a full-time Assistant District Attorney position in the District Attorney's Office and setting the salary. **No motion at Ways**

9-19-JP-4 **(Defeated @ Judicial)** Authorization to create a Support Staff position in the District Attorney's Office together with setting the salary. **No motion at Ways**

9-19-JP-5 **(Defeated @ Judicial)** Resolution to amend the 2019 Budget to include revenue and appropriations related to the Adventfs Traffic Educational Program. **No motion at Ways**

Motion by Foley to bundle JP 7-9, 2nd by Pinckney, all in favor.

9-19-JP-7 Authorizing the Chairman of the Cayuga County Legislature and the Director of Emergency Services to accept a New York State Division of Homeland Security and Emergency Services (DHSES) federal Emergency Management Agency (FEMA) Hazard Mitigation Grant to update the Cayuga County Multi-Jurisdictional All-Hazard Mitigation Plan.

9-19-JP-8 Authorize the Sheriff to create one Lieutenant and eliminate one Sergeant Position at the Cayuga County Jail

9-19-JP-9 Adjusting salaries of Steve Lynch and Denise Spingler for operational oversight of the Cayuga County Emergency Management Office

Discussion:

Mahunik gives an update on the salary study that we have our consultant doing. He says the process began with reviewing all of the job descriptions with our employees to make sure they were accurate and during that time they had to rewrite numerous ones. He says they were reviewed by each employee to make sure they agreed that the duties listed were duties that they were actually performing. He says after that was all settled three legislators (Mahunik, Daly, and Vitale) met with Lippoldt and Graham to go over what had been done and what the next steps were. The job descriptions were reviewed again and they were assigned a level based on the responsibilities and duties. He says the same committee met again with the consultant, reviewed all of the information, and talked about completing a thorough compensation study. He says right now that compensation study has been through 10 counties, is in process, and they plan on meeting Monday, September 30th to review the information with hopes to get information back to Ways and Means in October to move the process forward.

Motion by Bennett to go into executive session at 6:08PM for contract negotiations, 2nd by Pinckney, all in favor.

Motion by Bennett to come out of executive session at 6:25PM, 2nd by McNabb-Coleman, all in favor.

Motion by Bennett to adjourn at 6:27PM, 2nd by McNabb-Coleman, all in favor.