

**PUBLIC SERVICES COMMITTEE MEETING MINUTES**  
**THURSDAY, JULY 5, 2018**  
**9:00 A.M.**

PRESENT: G. Deming, C. DiPasquale, B. Carman, S. Erdle, D. LeFeber, D. Mahus, B. Donohue, M. Falk, I. Coyle, H. Grant, S. Hillier  
ABSENT: M. Schuster

Public Services Chair Jerry Deming asked Avon Supervisor & Chairman of the Board David LeFeber to lead the Pledge of Allegiance.

**MOTION TO MOVE THE AGENDA**

Mr. Carman moved and Mr. LeFeber seconded to amend the agenda.

**PROBATION – LYNNE MIGNEMI**

**Pre-approved Informational Item(s) To Be Reported**

Mrs. Mignemi reminded the Committee that Pretrial, Probation, Parole, and Community Supervision Week July 15 - 21, 2018. She is here today to report and brag about her department. Her annual state report is also due next week and she has been crunching numbers for the 85 page report. This year's theme is "Restoring Trust Creating Hope." Mrs. Mignemi has highlighted some recent data numbers. In 2016 and of interest due to Raise the Age, our juvenile numbers were: 47 PINS (Persons in need of supervision, which is a behavioral pattern), 44 Juvenile Delinquents, which is an actual criminal act – Up until October 1 of this year. We are required to do adult risk assessments and we did 153 assessments in 2016. In 2017 there were 1,285 adult arrests - 162 new probationers (95 misdemeanors convictions, 64 felonies-1 interim probation case). Out of those 1,285 arrests, 88 were probationers, about 6.8% of the arrests in Livingston County, 351 were felonies and 934 were misdemeanors. There were 658 total adult probationers serving out there probation. Probation works with individuals by Penal Law Statute for 3, 5, 6 or 10 years. There were 141 Ignition Interlock cases under supervision and reporting any violations to the District Attorney and the Judges. There were 231 presentence investigations for Justice Courts and County Courts. These are background investigations that officers prepare that take about 9 hours of work on average. The Probation Department drug tested for 5,910 specific substances. Out of those tested there were 289 positive screens of probationers. Out of those positive screens, there were 114 Fentanyl or opiate. Only ~14 were heroin, the majority were Fentanyl. This is obviously a huge safety concern for her and her staff when you think about first responders, road patrol and probation officers going out and doing searches. They have purchased special masks and gloves to wear when conducting searches.

In 2017, \$39,000 was budgeted for electronic monitoring fees and we doubled that collection amount. This has been a collaborative effort between the County Clerk's office and the judges. Judge Cohen actually has a surcharge calendar and brought in 23 people last month with overdue mandatory surcharges by sending out letters informing them of overdue monies due by a set date or they will have to appear that collected \$4,000. Judge Cohen has indicated that he will continue to do this on a month basis. The Department collected \$141,000 in restitution last year-\$44,000 DUI Supervision; \$35,000 EHM fees; \$38,000 in fines; and \$34,624 STOP DWI fees alone that can then be used by enforcement by the Sheriff and other local police agencies. She is very proud of her staff.

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**Informational Item(s) Written Only**

**1. PROBATION DEPARTMENT WORKLOAD**

- 432 adult offenders supervised in county (19 treatment court cases being supervised in drug court)
- 20 offenders in other NYS counties
- 3 offenders in other states
- 13 juveniles supervised
- 9 new juvenile referrals

27 investigations ordered

11 active EHM cases (1 juvenile; 10 adults; 4 of which are female), 2-Global Positioning

0 adult placed on probation for willful violation of support

11 New Leandra's Law cases (7 CDs)

2. MONIES COLLECTED

\$2,430.32 – restitution

3,794.00 – fines

3,288.00 – DWI supervision fees

2,450.00 – EHM fees

121.50 – restitution surcharge

3. OUTSTANDING FEES

\$73,232.00 – DWI Supervision Fees as of 5/30/18

\$144,135.00 – EHM fees as of 5/30/18

4. MEETINGS ATTENDED

5/1/2018 Human Services Department Head

5/4/2018 Fundamentals of Probation Graduation for Josh Wren (Monroe County)

5/5/2018 Law Enforcement Torch Run for Special Olympics

5/7/2018 ATI Advisory Council Meeting

5/8/2018 COPA Meeting (Allegany County)

5/17/2018 GVHP General Membership Meeting

5/22/2018 Workforce Development Training (Trainer)

5/21/2018 Staff Meeting

5/22/2018 Suicide Prevention Task Force Meeting

5. ADMINISTRATIVE REVIEWS

One (1) administrative review

6. TRAINING

Name	Date	Training	Hours	Misc.
Kerrin Chapman	5/3/18	Ignition Interlock Device	3.0	
	5/25/18	Corporate Compliance	0.25	
	5/25/18	Violence in the Workplace	0.75	
Katie Dunn	5/14/18	Violence in the Workplace	0.75	
	5/14/18	Corporate Compliance	0.25	
	5/31/18	Below 100	4.0	
Michelle Jordan	5/14/18	Violence in the Workplace	0.75	
	5/14/18	Corporate Compliance	0.25	
Liz Laney	5/14/18	Violence in the Workplace	0.75	
	5/14/18	Corporate Compliance	0.25	
Debra Mack	5/14/18	Violence in the Workplace	0.75	
	5/14/18	Corporate Compliance	0.25	
	5/31/18	Below 100	4.0	
Rachel Merrick	5/3/18	Ignition Interlock Device	3.0	
	5/14/18	Violence in the Workplace	0.75	
	5/14/18	Corporate Compliance	0.25	
Lynne Mignemi	5/25/18	Corporate Compliance	0.25	
Courtney Sobrado	5/14/18	Violence in the Workplace	0.75	
	5/14/18	Corporate Compliance	0.25	
Jason Varno	None			
Joshua Wren	None			

**SHERIFF'S OFFICE – SHERIFF THOMAS DOUGHERTY**

**Action Item(s) To Be Reported**

**1. AUTHORIZING THE PURCHASE OF ONE (1) 2018 DODGE CHARGER PURSUIT FOR THE LIVINGSTON COUNTY SHERIFF’S OFFICE – MAIN MOTORCAR REFER THIS MATTER TO THE WAYS & MEANS COMMITTEE**

RESOLVED, that the Livingston County Sheriff’s Office is authorized to purchase through mini-bid #18060007 from Main Motorcar of 224 W. Main Street, Johnstown, NY 12095 one (1) new 2018 Dodge Charger Pursuit at a cost of \$23,910.54.

Directors Comments: The vehicle is being purchased for assignment to the STOP DWI unit with STOP DWI funds (\$22,500).

Sheriff Dougherty explained that funds will come from the STOP DWI fines; there are no local tax dollars.

*Motion: Mr. Carman moved and Mr. LeFeber seconded to approve the foregoing resolution.. Carried.*

**2. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACTS FOR THE LIVINGSTON COUNTY SHERIFF’S OFFICE: DANSVILLE, KESHEQUA, LIVONIA & YORK CENTRAL SCHOOL DISTRICTS**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Sheriff’s Office, according to the term designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Dansville Central School District</b> 284 Main Street Dansville, NY 14437	7/1/18-6/30/19	\$79, 930.47
<b>Keshequa Central School District</b> 15 Mill Street Nunda, New York 14517	7/1/18-6/30/19	\$79, 930.47
<b>Livonia Central School District</b> 6 Puppy Lane Livonia, New York 14487	7/1/18-6/30/19	\$79, 930.47
<b>York Central School District</b> 2758 Genesee Street Retsof, New York 14539 For: School Resource Officer	7/1/18-6/30/19	\$79, 930.47

<u>Funding Source</u>	<u>Local Share</u>	<u>Budgeted?</u>
COPS/SRO A3111 for County use of school breaks	N/A	Yes X No

Directors Comments: This represents approximately 2/3 of the expense for a full time year round SRO. These are renewal contracts that have ~5% annual increases. Mr. Coyle explained that the correct amount is \$79,930.47, which is more like 3% for this year. The amount is determined using the average deputy salary and benefits costs to determine the contract amount. The County picks up the costs for the summer months when the deputy is on road patrol.

*Motion: Mr. Mahus moved and Mrs. Erdle seconded to approve the foregoing resolution ..... Carried.*

Sheriff Dougherty reported that McFadden Trail is complete and going well. Mr. Mahus has not had any negative comments.

Sheriff Dougherty reported that two boats did collide on Conesus Lake on the evening of July 3. No major injuries, though people were ejected, including young children. Marine patrol was on it immediately getting people out of the water and taking to Vital Park to be checked. One boat did sink in ~8 feet of water and it will be removed in the next 2-3 days.

**CONFLICT DEFENDER – HAYDEN DADD & LINDSAY QUINTILONE JORDAN**  
**Action Item(s) To Be Reported**

**1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE LIVINGSTON COUNTY CONFLICT DEFENDER’S OFFICE: THE LEGAL AID BUREAU OF BUFFALO, INC.**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Conflict Defender’s Office, and any future amendments to said contract, according to the term designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>The Legal Aid Bureau of Buffalo, Inc.</b> 290 Main St, Suite 400 Buffalo, NY 14202	8/1/18-7/31/20	\$52,000.00

For: Appellate representation for twenty (20) specific appellants presently assigned to the Livingston County Conflict Defender

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Office of Indigent Legal services funding	0	Yes No X

Director’s Comments:

This amount will be reimbursed by the Office of Indigent Legal Services annual disbursement for case load management.

Mr. Dadd reported that the Office of Indigent Legal Services is offering some additional monies in order to address three major areas in our county; Quality of improvement; Caseload management and Counsel at first appearance in the amount of roughly \$380,000 this first year. We currently have a part time attorney covering all 33 of our cases assigned. There are some stipulations that come with this funding regarding caseload management and caps to cases that individual attorneys can cover. Cases that go to trial cap attorneys at twelve cases per year and plea cases at thirty-five. We currently have a part-time attorney covering all trial and plea cases equating to ~33. Mr. Dadd has been in conversations with Buffalo Legal Aid, a non-profit that handles a lot of the appeals for surrounding counties in the 8<sup>th</sup> Judicial District. As a bit of a stop gap measure so we can hopefully get a more permanent answer to those appeals issues, Buffalo Legal Aid is willing to take on twenty of our appeals at a discounted rate based upon Mr. Dadd’s comparison. Mr. Dadd reviewed the court appeals process and timelines. This is a stopgap measure to get us closer to compliance. This contract calls for two (2) payments of \$26,000.00 to occur on 8/1/2018 and 8/1/2019 taking over 18 plea cases and 2 trial cases. Buffalo Legal Aid is charging us the trial case statutory maximum if this were a private attorney of \$75/hour equating to roughly \$4,400 per case. This is a discounted price.

Ms. Quintilone explained that we have received an allocation of \$391,000 in funding for year one of the implementation. Ms. Quintilone reviewed the Harrell Herring settlement and explained how this is part of that. Phase 2 of that settlement plan is to make sure that all of the rest of the counties receive funding to raise their criminal indigent defense so that we meet the requirements of the settlement. We were just provided funding numbers when we met with members of ILS on May 22 of this year. That \$391,000 is expected to increase each year for the next five years at a cap out of \$1.9MM. This is just for criminal indigent defense but those funds are expected to be shared between the Offices of Public Defendant, Conflict Defense and the assigned counsel panel. It is all reimbursement funding so we are expected to spend as a county first. This is in addition to the distribution grants that Ms. Quintilone already requests that will continue to be rolled out over 3 year periods. Ms. Quintilone reviewed the funding budget plan for year one. All of the funds have not been budgeted yet. Any other ideas for areas to be funded will be discussed with ILS. We will need to track number of cases and number of hours. There will need to be discussions on hiring additional staff. Once the contract gets us caught up, there is a full time attorney in the budget to handle any appeals that came in. Ms. Quintilone has requested to convert a ¾ attorney to full time so that attorney is not over on caseload standards and is able to take some of the caseloads off of the other attorneys. There is a big push on hiring individuals and getting space for those individuals. We will have to be in full compliance by Year five. This is pursuant to a court order, not something that was just budgeted for this year.

Ms. Quintilone reported that CAP Court is up and running and is running fairly smoothly. It is being staffed by

judges and her office. Individuals are being held for less than 12 hours and the plan is working. Ms. Quintilone has spoken with Onondaga County and they have utilized these ILS funds for CAP clerks, but in order for us to do that and those clerks would need to be an employee in the Public Defenders Office. Ms. Quintilone has spoken with the District Attorney and he does not believe there would be a conflict of interest.

Mr. Coyle reviewed the contract action item and explained that the other items are more informational updates at this time. There will need to be some repurposing of space, maybe where Red Cross used to rent space. Mr. Coyle is exploring areas for more room for the Conflict Defenders Office. These are all areas that can be submitted for reimbursement.

There was discussion on full implementation of the program and full time/part time staffing requirements. Ms. Quintilone explained that we are expecting to receive more information this fall. Hayden Dadd and Lindsay Quintilone feel that we need to get on recruitment earlier rather than later because the whole state will have this same need and the recruitment possibilities directly out of law school or state wide. Ms. Quintilone also mentioned her CAP court coverage and the stress on her staff, rotating five people without additional compensation. They have discussed opening that coverage up to not only the Public Defender's Office, but Conflict Defenders and those attorneys on the Assigned Counsel Panel with compensation based upon the assigned counsel rate of \$75/hour totaling a rate of \$300 for weekend coverage figuring four different session they would need to be present for. The logistics are still being worked out, but that is included in this budget and is reimbursable. Members of the Assigned Counsel Panel have shown an interest in conversations held regarding this matter.

*Motion: Mr. DiPasquale moved and Mr. Carman seconded to approve the foregoing resolution Carried.*

### **Pre-approved Informational Item(s) To Be Reported**

A meeting was held May 22, 2018 with representatives from NYS Indigent Legal Services regarding state funding of county indigent legal services through the Hurrell-Harring settlement agreement. Livingston County has been allocated \$390,887.00 to improve and expand criminal indigent legal services in year one (4/1/2018-3/31/2019) with those funds expected to increase each year until it reaches maximum funding in year five, with Livingston County receiving \$1.9 million annually beginning in year five. This is all reimbursement funding.

The Public Defender, Conflict Defender and Assigned Counsel Program have been asked to put a budget together for year one funding, as the funding is to cover each of these departments.

The funding is divided into three initiatives: Caseload Reduction, Quality Improvement, and Counsel at First Appearance.

Attached is a copy of the proposed year 1 budget, with \$81,485 unallocated.

### **HIGHWAY – DON HIGGINS**

#### **Action Item(s) To Be Reported**

Mr. Higgins reviewed each piece of equipment below to be purchased.

#### **1. AUTHORIZING THE PURCHASE OF ONE (1) SKID STEER LOADER WITH ATTACHMENTS FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT – SOUTHWORTH-MILTON, INC. AND REFER THIS MATTER TO THE WAYS AND MEANS COMMITTEE**

RESOLVED, that the Livingston County Highway Department is hereby authorized to purchase through NYS OGS NJPA Heavy Equipment Contract PC 66988 from Southworth-Milton, Inc. of P.O. Box 3851, Boston, MA 02241-3851 one (1) new, 2018 Caterpillar Model 272D2 Skid Steer Loader w/74" General Purpose Bucket, Hydraulic angle broom, and Hydraulic stump grinder attachments at a cost not to exceed \$70,816.00.

Director's Comment: This proposed purchase will replace the Department's existing Unit #96, 1999 Case 95XT Skid Steer Loader in declining condition (Purchased 3/24/1999 for \$82,334 with several attachments.) Machine serves multiple uses on road and bridge maintenance, repair and construction projects. The following existing attachments will be retained for use on the new machine: Asphalt Milling Unit, Posthole Digger,

Forks.

*Motion: Mr. Carman moved and Mr. Mahus seconded to approve the foregoing resolution..... Carried.*

**2. AUTHORIZING THE PURCHASE OF ONE (1) 2019 1-TON UTILITY TRUCK FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT – VAN BORTEL FORD AND REFER THIS MATTER TO THE WAYS AND MEANS COMMITTEE**

RESOLVED, that the Livingston County Highway Department is hereby authorized to purchase by piggybacking through Onondaga County Bid 7974-2019 from Van Bortel Ford of 71 Marsh Road, East Rochester, NY 14445 one (1) 2019 Ford F-350 XL SuperCab 4x4 with Utility Body at a cost not to exceed \$38,230.60.

Director's Comments: Proposed vehicle will replace Truck #12, 1997 Ford F-350 truck w/utility body, 79,200 miles, in very poor condition. Vehicle is used by MEO-III operator and traffic flaggers.

*Motion: Mr. DiPasquale moved and Mrs. Erdle seconded to approve the foregoing resolution Carried.*

**3. AUTHORIZING THE PURCHASE OF A 2019 1-TON UTILITY TRUCK PIGGYBACKING THROUGH A CONTRACT AWARDED BY ONONDAGA COUNTY FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT – VAN BORTEL FORD AND REFER THIS MATTER TO THE WAYS AND MEANS COMMITTEE**

RESOLVED, that the Livingston County Highway Department is hereby authorized to purchase by piggybacking through Onondaga County Bid 7974-2019 from Van Bortel Ford of 71 Marsh Road, East Rochester, NY 14445 one (1) 2019 Ford F-350 XL SuperCab 4x4 with Utility Body, Snow Plow Package, and Western 8-1/2-ft. MVP Snow Plow at a cost not to exceed \$42,975.80.

Director's Comments: Proposed vehicle will replace Truck #9, 2005 Chevy 2500 pickup truck in very poor condition (previously disposed of.) Vehicle will be used by the Bridge Construction Supervisor. Existing Truck #10 (2011 Chevy 3500 utility truck) will be passed down for general use.

*Motion: Mr. Carman moved and Mrs. Erdle seconded to approve the foregoing resolution..... Carried.*

**4. AUTHORIZING THE IMPLEMENTATION AND SUPPLEMENTAL #1 TO MASTER AGREEMENT, AND FUNDING IN THE FIRST INSTANCE 100% OF THE FEDERAL-AID AND STATE-AID ELIGIBLE COSTS, OF A FEDERAL-AID AND/OR STATE-AID TRANSPORTATION PROJECT, AND APPROPRIATING FUNDS THEREFORE – PAPERMILL ROAD BRIDGE OVER CONESUS CREEK, TOWN OF AVON, PIN 4LV001**

WHEREAS, Sponsor will design, let and construct the "Project", and

WHEREAS, a Project for the Replacement of Papermill Road Bridge over Conesus Creek, Town of Avon, P.I.N 4LV0.01 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ration of 95% Federal funds and 5% non-federal funds, and

WHEREAS, the County of Livingston desires to advance the Project by making a commitment of 100% of the non-federal share of costs of Scoping, Preliminary Engineering, Design, ROW Incidentals, Construction, Construction Support and Construction Inspection Phases, and

WHEREAS, Livingston County Board of Supervisors Resolution No. 2017-293 authorized a total of \$118,378.00 for Scoping, Preliminary Engineering, Design and ROW Incidental Phases, now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby approves the above-subject project, and it is hereby further

RESOLVED, that the Livingston County Board of Supervisors hereby authorizes the Chairman of the Board of Supervisors to pay in the first instance 100% of the federal and non-federal share of the cost of Preliminary Engineering, Design, ROW Incidentals, Construction, Construction Support and Construction Inspection Phases for the Project or portions thereof; and it is further

RESOLVED, that the Livingston County Board of Supervisors hereby agrees that the County of Livingston shall be responsible for all cost of the project which exceed the amount of the NY Bridge Funding awarded to the County of Livingston, and it is further

RESOLVED, that the total sum of \$1,141,810.00 is hereby appropriated from Livingston County Budget Appropriations and made available to cover the cost of participation in the above phases of the Project, and it is further

RESOLVED, that Livingston County hereby agrees that construction of the Project shall begin no later than eighteen (18) months after award, and that the Project shall be completed within three years of commencing construction, and it is further

RESOLVED, that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the Livingston County Board of Supervisors shall convene as soon as possible to appropriate said excess amount immediately upon notification by the Livingston County Highway Superintendent thereof, and it is further

RESOLVED, that the Chairman of the Board of the Livingston County Board of Supervisors be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal-Aid and/or State-Aid on behalf of the County of Livingston with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

RESOLVED, that a certified copy of this Resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and it is further

RESOLVED, this Resolution shall take effect immediately.

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>NYS Department of Transportation</b> 50 Wolf Road Albany, NY 12232	12/6/16 - 12/31/22	\$1,141,810.00

For: Supplemental #1, State/Local Agreement for Papermill Bridge Replacement Project, Town of Avon, BIN 3316160, PIN 4LV0.01, capturing all Phases and all Funding..

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
FHWA, NYS Bridge-NY Program, Livingston County Highway Budget Appropriations	5.3%	Yes XX No

Director's Comment: County share (5.3%) is \$60,401.00.  
This will cover all of the phases and funding of the project. The plan is to start this project within the next two weeks.

*Motion: Mr. DiPasquale moved and Mr. LeFeber seconded to approve the foregoing resolution Carried.*

Mr. Higgins reported that three of the TapNZ bridge panels were delivered on Tuesday and the other three will be delivered today.

**EMERGENCY MEDICAL SERVICES – KAREN DEWAR**

**Action Item(s) To Be Reported**

**1. AWARDING BID FOR THE MEDICAL SUPPLIES USED BY LIVINGSTON COUNTY EMERGENCY MEDICAL SERVICES –BOUND TREE MEDICAL LLC**

WHEREAS, after the proper legal advertisement seeking bids for medical supplies, seven (7) bids were received and opened on June 4, 2018, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is authorized to sign the following contract, which is hereby accepted as the lowest responsible bid, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Bound Tree Medical LLC</b> 5000 Tuttle Crossing Dublin, Ohio 43016	8/1/2018–7/31/2019 Option for two additional twelve-month periods	Prices on file

For: Medical supplies used by Livingston County Emergency Medical Services.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
EMS budget	100%	Yes

Ms. Dewar reviewed the bid results and is requesting approval for Bound Tree Medical. This bid also allows for other Livingston County agencies use.

*Motion: Mr. LeFeber moved and Mr. Mahus seconded to approve the foregoing resolution .... Carried.*

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**Informational Item(s) Written Only**

- June 11, 2018 MLREMS Executive meeting
- June 12, 2018 MLREMS Systems Operations meeting
- June 13, 2018 Geneseo FD Ambulance NYSDOH EMS Inspection
- June 15, 2018 Medical Director meeting
- June 18, 2018 REMAC meeting
- June 19, 2018 Medical Director meeting
- June 20, 2018 Mt. Morris Ambulance NYSDOH EMS Inspection
  - MedEx Billing annual meeting and audit
  - Presentation by OFA and DSS to EMS regarding available resources and services
- June 22, 2018 NYSDOH Course Sponsor Renewal submitted
  - NYSDOH Agency Recertification submitted
- June 25, 2018 LCEMS NYSDOH EMS Inspection
  - Meeting with Auburn FD regarding Livingston County EMS program

Spring EMT course results:

**Hampton Corners Class**

24 Candidates  
22 Passed = 92%

**Lima Class**

17 Candidates  
11 Passed = 88%

**PLANNING – ANGELA ELLIS**

**Action Item(s) To Be Reported**

**APPOINTING MEMBER TO THE LIVINGSTON COUNTY PLANNING BOARD-DAVID LUCE**

RESOLVED, that the following member is hereby appointed to the Livingston County Planning Board for the term designated:

<b>Name</b>	<b>Address</b>	<b>Title/Representing</b>	<b>Term</b>
David Luce	2 North Clinton Street Dansville, NY 14437	Alternate Member #2	7/11/18-12/31/18

Mrs. Ellis reviewed Mr. Luce’s background and his years of volunteer service on the Committee.

**Director’s Comments:** David Luce is filling the position of Alternate Member #2. This position is an annual appointment by the Board of Supervisors.

*Motion: Mr. Mahus moved and Mr. Carman seconded to approve the foregoing resolution..... Carried.*

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**Informational Item(s) Written Only**

**LIVINGSTON COUNTY EMERGENCY COMMUNICATIONS UPGRADE PROJECT**

Work continues on the following activities funded through SICG Round 4 – 1. Phone system replacement project (being managed by the Sheriff’s Office). The system has been installed and is up and running. We are still working with Frontier on finalizing the final inventory and coordinating project closeout and final payment. 2. Site construction is about complete for the McFadden Trail Tower site. Cut-over took place last week. We are working with all of the vendors on punch list items and final closeout. We ordered microwaves off State Contract for redundancy at the site. These should be installed later this summer. 3. Work continues on coverage plans and additional tower locations for continued improvement of interoperable communications with adjacent counties and in-county radio gap coverage locations.

**CONESUS LAKE WATERSHED MANAGEMENT ACTIVITIES**

**Conesus Lake Watershed Council.** Council meeting was held on June 1, 2018, to hear annual report from the Conesus Lake Watershed Inspector and to discuss Harmful Algal Bloom (HABS) funding strategy.



**Wilkins Creek Stormwater Management Feasibility Study.** Barton & Loguidice is working on data collection.

**Vitale Park Green Infrastructure & Shoreline Habitat Restoration Project.** There were no responses to the RFP that was issued for the project. Planning staff is working on a Consolidated Funding Application (CFA) for funding to assist with shoreline restoration. (As a reminder: The grant award is for \$25,000. No in-kind match required. The project includes installing a 500 square foot rain garden, two 50 gallon rain barrels, and approximately 400 feet of shoreline restoration at Vitale Park on the shore of Conesus Lake. Each will serve as a functional demonstration project and will be accompanied by an interpretive public education kiosk. A landowner how-to booklet for shoreline restoration, lake friendly landscaping, and green infrastructure will be developed to accompany the Conesus Lake Watershed Council's newly developing "Shorescaping" public education campaign.)

**Stormwater Management Tool Kit.** Barton and Loguidice finalized work on the toolkit for addressing stormwater management concerns. The project includes recommendations and tools (factsheets, etc.) for improving coordination among local, state and federal agencies. The project includes a review of local regulations pertaining to stormwater management and provides development review flowcharts to assist municipalities when reviewing development applications relative to stormwater and flooding concerns. Planning staff is working on next steps for implementation. Planning staff is working with CC Environment & Planning on the fact sheets that will serve as a companion public education piece on stormwater issues.

**Governor Cuomo's Initiative to Address Harmful Algal Blooms (HABS).** The HABS Action Plans were issued in June. The State is making funding for implementation available through the CFA process. Discussion on possible funding applications took place at the CLWC meeting on June 1, 2018. Planning staff has been working with three stakeholder groups and the Town of Livonia to put three CFA applications together for submission: The shoreline restoration at Vitale Park, A Pilot Project on the effectiveness of small water circulators mitigate algal blooms at permitted bathing beaches (beginning north of Old Orchard Cove off of the Camp Stella Maris swimming area), and improving water circulation to mitigate HABS in the old Conesus Lake Outlet north of Vitale Park in Lakeville.

**Watershed Education Center at Vitale Park.** A significant amount of staff time has been spent working with the Town of Livonia and a group of dedicated individuals and volunteers on development of a year-round environmental educational program at the new center to be opened this year. The ribbon cutting for the facility will be held on Saturday, June 30, at 10 a.m. The next public education event at the WEC will be: "From Indians to Roller Skates, A Condensed History of Conesus Lake" on Wednesday, June 27 at 6:30PM at Vitale Park.

## **TRANSPORTATION ADVISORY COMMITTEE**

### **Community Development Work Group**

**Hamlet of Greigsville Transportation Safety and Access Improvement Plan.** The GTC Board accepted the final Plan document on June 14. The Town of York is preparing a Transportation Alternatives Program application for funding to construct sidewalks in front of the school. Planning Department staff is providing technical assistance as needed.

### **Public Transportation Work Group**

**Mobility Management Website.** A press release announcing the website was released in May. We are working on the public information plan. The web address is [www.ridelivingston.com](http://www.ridelivingston.com).

### **Environmental Work Group**

**Geneseo Active Transportation Plan.** The Project Committee is working on the consultant selection process. The RFP for consultant services will be released in July. We anticipate having a consultant on board in Fall 2018. The GTC will hold the contract with the consultant.

## **AGRICULTURAL AND FARMLAND PROTECTION BOARD:**

**Local Municipal Agricultural and Farmland Enhancement and Protection Plans:** Planning staff continues to provide support to the towns and their consultant teams in the development and approval of local plans – towns of Sparta, Mt. Morris, and Geneseo. The Town of Ossian was awarded funding to assist with updating its Zoning Law. Planning staff is assisting the Town with contract execution and consultant selection process. An RFP for consultant services will be released in June.

**NYSERDA, Solar Projects & Technical Assistance.** The Planning Department continues working with various Towns on efforts to develop solar regulations. Two workshops were held in May in partnership with the Town of York. “NYSERDA Solar Technical Assistance and Resources for Municipalities” was held on May 7, 2018, at the York Central School. “Guidelines and Considerations for Solar Siting on Agricultural Lands in NYS” was held on May 14, 2018, at York Central School. Both sessions were free and open to the public. The Morris Ridge solar project is proposed in Mt. Morris which falls under NYS Article X. A public open house was held on June 21.

**Purchase of Development Rights (NYS Farmland Protection Implementation Grant program)** The Genesee Valley Conservancy (GVC) has started work on the applications for Batzing Farm, Kingston Farms, and Mulligan Farms. Planning staff continues to provide technical assistance to the GVC as needed. The AFPB plans on spending the next several months reviewing the current PDR pre-selection process and developing recommendations for revising the process for consideration by the Board of Supervisors.

**Annual Ag Tour.** The Ag Tour committee is meeting on June 26<sup>th</sup> to discuss plans for the 2018 tour.

#### **ENVIRONMENTAL MANAGEMENT COUNCIL (EMC)**

The next EMC meeting will be the Annual Letchworth State Park Tour – July 25, 2018, 6:30pm – 8:30pm.

#### **COUNTY PLANNING BOARD**

**LET’S Plan. Reminder:** “Evenings with the County Planning Board” is an opportunity for municipal training credit hours. Municipal planning and zoning officials may receive credit for attending and learning about County Planning Board review. Those interested should call the Planning Department beforehand to learn about the agenda and ensure that a meeting is being held. Meeting cancellations are rare, but do happen.

#### **E911 ADDRESSING**

The Planning Department continued work on the E911 addressing assignments and ROW naming with the Sheriff’s Office.

#### **SNOWMOBILE GRANT PROGRAM**

Planning staff is preparing the application to the NYS Office of Parks, Recreation, and Historic Preservation. Submissions are due June 30, 2018. We will also prepare the contracts with the Hill and Valley Riders and the Caledonia Trailblazers.

#### **GIS NEEDS ASSESSMENT**

Planning and ITS are working with Esri to conduct a mini-needs assessment for GIS mapping. Representatives from Esri met with County Departments to discuss existing and future GIS needs. We received a preliminary report from Esri last week. The GIS Steering Committee will be meeting to discuss the results and next steps.

#### **ADDITIONAL MEETINGS (ALL STAFF)**

Meeting with Congressman Collins staff regarding broadband issues, May 30

Development Review Committee, June 5

Consolidated Funding Workshop, SUNY Geneseo, June 6

Genesee Valley Health Partnership, Access to Care, June 7

Livonia Town Board Mtg, Conesus Lake Update, June 7

Genesee Finger Lakes Regional Planning Council, Planning Coordination Committee, June 8

Finger Lakes Regional Economic Development Council, June 8

TAP-CMAQ Funding Workshop, June 8

NYS Redevelopment Summit, Albany, June 13-14

Genesee Transportation Council, June 14

Genesee Finger Lakes Regional Planning Council, Executive Committee, June 14

Genesee Finger Lakes Regional Planning Council, June 14

Meeting with Code Enforcement Officials, Provide Land Bank information, June 15

Town of Ossian, Zoning Law Update Meeting, June 13 & 19

Town of Mt. Morris, Zoning Mapping Meeting, June 20

Morris Ridge Solar Project Community Workshop, June 21

Town of York Solar Meeting, June 27

#### **COUNTY HISTORIAN – AMIE ALDEN**

#### **Action Item(s) To Be Reported**

**1. AMENDING THE 2018 DEPARTMENT HEAD SALARY SCHEDULE: COUNTY HISTORIAN**  
RESOLVED, that the 2018 Department Head Salary Schedule is amended as follows:

**County Historian**

- Convert one part-time Deputy Historian position to full-time.

**REFER THIS MATTER TO THE WAYS AND MEANS COMMITTEE**

Mr. Coyle reviewed previous discussions on this position request and the additional information supplied.

*Motion: Mr. DiPasquale moved and Mrs. Erdle seconded to approve the foregoing resolution Carried.*

**ECONOMIC DEVELOPMENT – BILL BACON**

**Action Item(s) To Be Reported**

**AUTHORIZATION TO SUBMIT A GRANT APPLICATION FOR NY MAIN STREET-TECHNICAL ASSISTANCE FUNDING TO THE NEW YORK STATE OFFICE OF COMMUNITY RENEWAL**

WHEREAS, the Livingston County Development Corporation desires to apply for \$20,000.00 in financial assistance from the New York State Office of Community Renewal under the New York Main Street Technical Assistance Program; and

WHEREAS, the application proposes funding to assist with development of Livingston County Façade Design Guidelines specifically for the nine downtown districts of the County; and

WHEREAS, the Project will result in substantial benefit to the County in the form of ongoing community revitalization efforts; and

WHEREAS, the grant application requires that the applicant obtain the approval and endorsement of the governing body of the municipality in which the project will be located, now therefore, be it

RESOLVED, that the County of Livingston approves and endorses preparation and submittal of an application, prepared by the Livingston County Development Corporation, to the New York State Office of Community Renewal under the New York Main Street Technical Assistance Program.

**Director’s Comments:** There is a 5% match requirement which will be met by the Livingston County Development Corporation.

Mr. Bacon reviewed the project and explained that the applicant will be LCDC. Mr. Bacon acknowledged the work done by Louise Wadsworth and Maureen Wheeler for the Downtown Program

*Motion: Mr. LeFeber moved and Mr. Mahus seconded to approve the foregoing resolution .... Carried.*

**Pre-approved Informational Item(s) To Be Reported**

A public hearing for comments on the submission of a \$200,000 Microenterprise grant request to the Office of Community Renewal (“OCR”) was set at the June 13, 2018 Board of Supervisors meeting. The hearing will be held during the July 11, 2018 meeting where the Board will also be presented with the application authorization resolution following the close of the commentary period.

**Informational Item(s) Written Only**

The submission of the Downtown Revitalization Initiative (“DRI”) grant application for the Village of Dansville received selection as a finalist for the Finger Lakes Region. Four (4) other communities were identified as finalists as well: Seneca Falls, Newark, Penn Yan and Canandaigua. An in-person presentation was made on June 20<sup>th</sup> to the Selection Committee which will, in turn, make a recommendation to the Finger Lakes Empire State Development Office. By July 13<sup>th</sup>, that recommendation is submitted to the Governor’s Office and an announcement will follow at a future date. Last year, the announcement was made in October.

Progress continues at the James M. Steele Commerce Park in Avon with the construction of Joyful Beginnings Day Care. The newest tenant in the Park has completed the exterior of the new building and work has moved inside. The projected completion date is early September 2018!

As a brewery update, the next expected brewery scheduled to open is Mortalis Brewing, located on Tec Drive in the James Steele Commerce Park in Avon. They are hoping for a mid-late July opening. On South Lima

Road in the Town of Livonia, Rising Storm Brewing has been working hard to finalize their renovations to meet a scheduled mid-summer opening date as well. Several spinoffs have also been found their way into the picture with No BS Brewing under construction on Bronson Hill Road in Livonia and Dansville Brewing on Main Street in the Village of Dansville. This would bring the grand total to six (6) breweries and one (1) cidery.

Administration of the NY Main Street grants for Avon and Leicester are in progress. A change in zoning was recently approved in Leicester to accommodate 2<sup>nd</sup> floor residential apartments. In Avon, scopes are being finalized to provide a more accurate depiction of the work being completed for those projects that were awarded. Any excess funds will be reallocated to new or existing projects.

The IDA has elevated the level of discussion on solar incentives based on the recent activity among several area townships. This Agency does not have a tax exemption policy for “green” or renewable energy, however, many other Agencies throughout the State have issued policies addressing wind, solar, geothermal and bio. At this time, we are compiling information from other markets in an effort to be competitive and aligned with the needs of the local community.

## **BOARD OF ELECTIONS – DAVID DIPASQUALE**

### **Pre-approved Informational Item(s) To Be Reported**

1. Departmental Updates – Mr. DiPasquale updated the committee on the work going on in the office. We had no federal primary this year. The state legislators changed the state and local primary date to September 13, which is a Thursday. Mr. DiPasquale reviewed the notifications sent to poll sites. Training for 187 of the 225 seasoned election inspectors has been done. 29 inspectors have resigned for various reasons. New training dates have been added and they are training 35 new inspectors. Board of Elections is doing all of the County employee paperwork at the training sessions. The annual voter postcards will be going out next week. We will be having seven local races this year. Any resignations or deaths of local officials need to be sent to BOE within three days to be on the 2018 ballot. The elections commissioner conference is coming up. This will be Mr. DiPasquale’s last conference as president. They have two veteran inspectors covering the office during this time. He believes there will be a countywide Republican and Democratic primary, but we will know for sure at the end of July. Office renovations are almost complete. The flow and production line is working out very well

### **Informational Item(s) Written Only**

1. There was no Federal Primary this year. Poll sites were notified; website and Facebook updated.
2. Notices were sent to all poll sites regarding the change in date of the September Primary. A bill was passed to move the date from Tuesday, September 11 to Thursday, September 13.
3. A couple of weeks after the school elections, we held a meeting with the school clerks to review processes. All clerks were very appreciative of the role played by BOE and look forward to continued relationship. Two payments are outstanding at this point. (Please see attached letter from York Central School.
4. Library election completed and all payments received.
5. David and Becky attended the Cybersecurity Exercises presented by NYS Board of Elections. This training was very well done and while there is always room for improvement, we feel as if Livingston County BOE is in a defensible position with the steps we currently have in process.
6. Caucuses have begun and will run through the summer. Initially, there were races in Avon, Conesus, Geneseo and Mt. Morris with a proposition on the ballot in Groveland. In the past couple of weeks, Springwater and West Sparta have had town board resignations and the Groveland Town Clerk resigned adding three more races to the election.
7. Inspector Trainings are in full swing. We did not take the training on the road this year, as we did last year. All trainings are being held here at the Government Center. We are doing our best to retain qualified inspectors and recruit new ones, but there is some concern over the dwindling numbers.
8. Laura and Becky presented at Livonia Central School and brought back 59 new registrations.

9. National Change of Address (NCOA) voters were processed resulting in 291 moves within the state, 150 out of state and 366 in-county moves.
10. Just a few items on the list and renovations at BOE will be complete.
11. Participated in State Board, District and ECA conference calls.
12. Current active voter enrollment stands at 38,803. Democratic: 10,186; Republican: 16,681; Conservative: 890; Green: 148; Working Families: 135; Independence: 1,881; Women's Equality: 10; Reform: 7; Others: 121 and Blank: 8,445. Inactive enrollment is at 2,854. Total active/inactive voter enrollment is: 41,358

### EXECUTIVE SESSION

Motion made by Mr. DiPasquale and seconded by Mr. LeFeber that the Committee adjourn and reconvene and All Supervisors, County Administrator Ian M. Coyle, Clerk of the Board, Bill Bacon and Rob Vlosky remain present. Carried.

Mr. DiPasquale moved and Mr. Mahus seconded that the Committee reconvened in regular session. The following report was presented.

The Public Services Committee having met in Executive Session, hereby reports as follows:  
No action taken.

### **ADJOURNMENT**

Mr. Mahus moved and Mr. Carman seconded to adjourn the Committee meeting at 10:53 a.m.

Respectfully submitted,

Michele R. Rees, IIMC-CMC  
Clerk of the Board