



LIVINGSTON COUNTY BOARD OF SUPERVISORS' MEETING NOTICE

Livingston County Government Center, Geneseo, New York 14454 585.243.7030

TENTATIVE AGENDA

COMMITTEE: WAYS AND MEANS

DATE: JULY 24, 2023

TIME: 1:30 P.M.

Committee Members

- D. Knapp, Chairman
- W. Wadsworth, Vice Chairman
- D. DiSalvo
- D. Fanaro
- E. Gott
- D. LeFeber
- D. Pangrazio

PLEDGE OF ALLEGIANCE:

1:30 HIGHWAY – JASON WOLFANGER

Action Item(s) To Be Reported

1. AUTHORIZING THE PURCHASE OF ONE (1) 2020 FORD F-350 XLT PICKUP TRUCK W/SNOW EQUIPMENT FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT: AUCTIONS INTERNATIONAL

RESOLVED, that the Livingston County Highway Department is hereby authorized to purchase through Invoice #109536 from Auctions International of 11167 Big Tree Rd., East Aurora, NY 14052 one (1) 2020 Ford F-350 XLT Pickup Truck VIN #1FTRF3B69LEC30510 with Snow Plow Package at a cost not to exceed \$35,910.00

Attorney and County Administrator:

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
2023 Liv. Co. Highway Machinery Fund Appropriations	100%	Yes <input checked="" type="checkbox"/> No

Director's Comments: Purchase was previously approved by the County Administrator

1:35 COUNTY ADMINISTRATOR – IAN COYLE (Attachments)

Action Item(s) To Be Reported

1. APPROVING ABSTRACT OF CLAIMS #7B-JULY 26, 2023

2. AMENDING 2023 LIVINGSTON COUNTY BUDGET: CENTER FOR NURSING & REHABILITATION, HIGHWAY, SHERIFF'S OFFICE (3)

RESOLVED, that the Livingston County Treasurer is authorized and directed to make the requested Budget Amendments per the Budget Amendment entries that have been approved by the Livingston County Administrator.

3. AUTHORIZING TRANSFER OF FUNDS: DEPARTMENT OF HEALTH

RESOLVED, that the Livingston County Treasurer is authorized and directed to make the requested transfers per the Budget Amendment entries that have been approved by the Livingston County Administrator.

Pre-approved Informational Item(s) To Be Reported

1. Budget 2024
2. ARPA Re-Grants
3. Sales Tax Report
4. Reconnect Update
5. Next 5 Year CIP

2:00 ADJOURNMENT

cc: BOS, Administration, Amy Davies, Jason Parker, Kate Hill, Bill Fuller, Megan Sokolow



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GRANTS & PUBLIC INFORMATION – SEAN FARNSWORTH

Informational Item(s) Written Only

- 1.) Since the start of the calendar year, the Grants and Public Information office has produced over 125 stories, press releases and human-interest pieces and has continued to develop a bi-weekly newsletter, which, to date, has seen a 25 percent increase in viewership year-over-year.
- 2.) Assisting several municipalities with grant requests ranging from Urban and Community Forestry to Consolidated Funding Applications and more. We are also exploring different grant opportunities for EV Charging Stations, the development of a childcare center within the County, grants to support small business development, solar, transportation and other critical infrastructure and programming.
- 3.) Worked closely with the Center for Nursing and Rehabilitation to submit three sizeable grants related to increasing workforce training in healthcare and distance learning initiatives.
- 4.) Continued increasing visibility across social media including Twitter, Facebook, Instagram and LinkedIn. The County has seen an incline in both impressions and followers year-over-year including 60,000 impressions or more on Facebook alone in each of the last three months.
- 5.) Submitted eight Congressionally-Directed Spending Requests totaling nearly \$12 million through federal representatives' offices with several projects still being considered for funding.
- 6.) Continually expanding public information offerings to showcase the work being carried out by County's subject matter experts including the development and promotion of a Speaker Series and County Connections – a question and answer piece with staff members to showcase the “who” behind Livingston County.
- 7.) Our department continues to work closely with senior staff at the CNR to bolster recruitment of both patients and staff. To date, Grants and Public Information has shifted from a traditional reliance on print media to focus on the expanded use of Google Ads for job postings and promotion of the CNR's services with the goal of increasing awareness, census and the number of internal employees. We have also expanded our advertising reach to include Spotify and Pandora streaming music platforms, which has had great success. Currently, the CNR is running a recruitment ad on each platform that has yielded 400,000 combined unique impressions.
- 8.) Have worked closely with department heads from throughout the County to update and maintain various web pages, services, offerings and important public information.
- 9.) Continuing to explore how to incorporate more video into our social media plan and to potentially accompany specific releases, human-interest stories and County Connections profiles.

TRAINING & PROFESSIONAL DEVELOPMENT – KELLY GREENWAY

Informational Item(s) Written Only

MONTHLY ACTIVITY REPORT – JULY 2023

Notable Accomplishments

- Created a survey for Department Head feedback regarding training and professional development within their department
- Working through my predecessor's notes to continue progress with relationships and training that was previously planned
- Created a newsletter to share training and professional development opportunities with staff and will continue this structure every 2 weeks
- Compiled a list of possible training and professional development opportunities for staff based on feedback
- Planned an upcoming book study opportunity for staff based on the book “The Energy Bus” by Jon Gordon to help promote positive energy and teamwork within the workplace
- Working with IT to plan training in ERP for staff



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- Meeting with Corning Community College to form a partnership for Training and Professional Development support
- Researching a leadership strengths assessment program for Department Heads (per survey)
- Met with Bill Mann and Sean Farnsworth to continue planning for changes to the Intranet

Trainings/ Professional Development

- Department Head Meeting
- NeoGov Training for Onboard and Learn modules
- Began NACo High Performance Leadership Academy training



**2023 Budget Request - Amendment with Instance ID of 69639 from CNR -
Awaiting Board Approval**

lforms to: MRees

07/10/2023 03:40 PM

2023 Budget Request - Amendment from CNR has been approved by the County Administrator. This request requires board approval.

Date of Request: 7/10/2023

Department: CNR **Program:**

Type of Request: Budget Request - Amendment

Instance ID: 69639

From Appropriation / Revenue

From Dept Code:

From Dept Description: CNR Capital Project
200000.00

To Appropriation

To Dept Code:

To Dept Description: CNR Capital Project
0.00

Reason: (if applicable)

Source of Revenue: Per auditor request/Linda Fox email attached - reversing ERP Budget request 68203 4/21/23 resolution 2023-160 Transfer of funds will be requested as needed as per auditor guidance/Linda Fox 6.23.23. (if applicable)

Click here to view the submission in a Web browser. After reviewing it, you can make your approval decision.

If Approved, please input the Resolution Number and attach the Resolution.



[Click here to open this task in Forms.](#) ERP Budget Request Form.pdf



2023 Budget Request - Amendment with Instance ID of 69747 from Highway - Awaiting Board Approval

lfforms to: MRees

07/18/2023 12:53 PM

2023 Budget Request - Amendment from **Highway** has been approved by the County Administrator. This request requires board approval.

Date of Request: 7/17/2023

Department: Highway **Program:**

Type of Request: Budget Request - Amendment

Instance ID: 69747

From Appropriation / Revenue

From Dept Code:

From Dept Description: Machinery Fund Balance
221312.27

To Appropriation

To Dept Code:

To Dept Description: Machinery Fund
221312.27

Reason: (if applicable)

Source of Revenue: Move 2022 machinery fund balance to 2023 for purchase of equipment (if applicable)

Click here to view the submission in a Web browser. After reviewing it, you can make your approval decision.

If Approved, please input the Resolution Number and attach the Resolution.



[Click here to open this task in Forms.](#) ERP Budget Request Form.pdf



2023 Budget Request - Amendment with Instance ID of 69756 from Sheriffs Office - Awaiting Board Approval

lforms to: MRees

07/18/2023 12:52 PM

2023 Budget Request - Amendment from **Sheriffs Office** has been approved by the County Administrator. This request requires board approval.

Date of Request: 7/17/2023

Department: Sheriffs Office **Program:**

Type of Request: Budget Request - Amendment

Instance ID: 69756

From Appropriation / Revenue

From Dept Code:

From Dept Description: STOP DWI

9453.31

To Appropriation

To Dept Code:

To Dept Description: STOP DWI

9453.31

Reason: (if applicable)

Source of Revenue: Transfer of STOP FUND for local STOP (if applicable)

Click here to view the submission in a Web browser. After reviewing it, you can make your approval decision.

If Approved, please input the Resolution Number and attach the Resolution.



[Click here to open this task in Forms.](#) ERP Budget Request Form.pdf



2023 Budget Request - Amendment with Instance ID of 69745 from Sheriffs Office - Awaiting Board Approval

lforms to: MRees

07/18/2023 12:53 PM

2023 Budget Request - Amendment from **Sheriffs Office** has been approved by the County Administrator. This request requires board approval.

Date of Request: 7/17/2023

Department: Sheriffs Office **Program:**

Type of Request: Budget Request - Amendment

Instance ID: 69745

From Appropriation / Revenue

From Dept Code:

From Dept Description: Patrol

0.00

To Appropriation

To Dept Code:

To Dept Description: Patrol

1321.84

Reason: (if applicable)

Source of Revenue: 6/27 Juv Transport (if applicable)

Click here to view the submission in a Web browser. After reviewing it, you can make your approval decision.

If Approved, please input the Resolution Number and attach the Resolution.



[Click here to open this task in Forms.](#) ERP Budget Request Form.pdf



2023 Budget Request - Amendment with Instance ID of 69743 from Sheriffs Office - Awaiting Board Approval

lforms to: MRees

07/18/2023 12:53 PM

2023 Budget Request - Amendment from **Sheriffs Office** has been approved by the County Administrator. This request requires board approval.

Date of Request: 7/17/2023

Department: Sheriffs Office **Program:**

Type of Request: Budget Request - Amendment

Instance ID: 69743

From Appropriation / Revenue

From Dept Code:

From Dept Description: Patrol

0.00

To Appropriation

To Dept Code:

To Dept Description: Patrol

12827.62

Reason: (if applicable)

Source of Revenue: STOP HVEC July 4 reimb (if applicable)

Click here to view the submission in a Web browser. After reviewing it, you can make your approval decision.

If Approved, please input the Resolution Number and attach the Resolution.



[Click here to open this task in Forms.](#) ERP Budget Request Form.pdf



2023 Budget Request - Transfer with Instance ID of 69731 from Health, Department of - Awaiting Board Approval

lforms to: MRees

07/17/2023 10:00 AM

2023 Budget Request - Transfer from Health, Department of has been approved by the County Administrator. This request requires board approval.

Date of Request: 7/17/2023

Department: Health, Department of **Program:**

Type of Request: Budget Request - Transfer

Instance ID: 69731

From Appropriation / Revenue

From Dept Code:

From Dept Description: Lead

5000.00

To Appropriation

To Dept Code:

To Dept Description: Lead

5000.00

Reason: Funds available in professional services transferred to purchase a Lead Care 2 Machine used in obtaining lead levels in children (if applicable)

Source of Revenue: (if applicable)

Click here to view the submission in a Web browser. After reviewing it, you can make your approval decision.

If Approved, please input the Resolution Number and attach the Resolution.



[Click here to open this task in Forms.](#) ERP Budget Request Form.pdf