

**PUBLIC SERVICES COMMITTEE MEETING MINUTES  
WEDNESDAY, MAY 1, 2013  
1:30 P.M.**

PRESENT: G. Deming, D. Mahus, C. DiPasquale, D. Martello, D. Babbitt Henry, J. Merrick, P. Yendell, B. Donohue, L. Semmel, I. Davis, I. Coyle

ABSENT: W. Wadsworth

PRESENT AFTER MEETING CALLED TO ORDER: Ben Beagle of Livingston County News, D. Nieswiadomy

**CENTRAL SERVICES – DAVID ALLEN**

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

**1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY DEPARTMENT OF CENTRAL SERVICES – DAY AUTOMATION SYSTEMS, INC. (4)**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for the Livingston County Department of Central Services, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Day Automation Systems, Inc.</b> 7931 Rae Boulevard Victor, NY 14564 For: Energy Management and Control System Maintenance Service Agreement for Mt. Morris Campus	5/1/13 – 4/30/14	\$16,280.00
<b>Day Automation Systems, Inc.</b> 7931 Rae Boulevard Victor, NY 14564 For: Energy Management and Control System Maintenance Service Agreement for Mt. Morris Campus	5/1/13 – 4/30/14	\$6,182.00
<b>Day Automation Systems, Inc.</b> 7931 Rae Boulevard Victor, NY 14564 For: Energy Management and Control System Maintenance Service Agreement for Government Center	5/1/13 – 4/30/14	\$3,763.00
<b>Day Automation Systems, Inc.</b> 7931 Rae Boulevard Victor, NY 14564 For: Energy Management and Control System Maintenance Service Agreement for Courthouse	5/1/13 – 4/30/14	\$3,338.00
<b>Day Automation Systems, Inc.</b> 7931 Rae Boulevard Victor, NY 14564 For: Energy Management and Control System Maintenance Service Agreement for Millennium Drive Site	5/1/13 – 4/30/14	\$3,338.00

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Operating budget		Yes X No

The total paid to Day Automation Systems, Inc. is \$29,563.

*MOTION: Mr. Merrick moved and Mr. Mahus seconded to authorize the foregoing resolution. Carried.*

**Informational Item(s) Written Only**

- Millennium Drive Facility Project – Began upgrades to Life Safety equipment in “B” wing. Began lighting upgrades for exterior flood lighting. Install two-hour fire rated walls at three locations in the “B” wing. Began the electrical service upgrades to the Mental Health area.

2. Government Center Facility Projects – Began the Board of Elections project to create an area for secure access to voter registration computer records. Replacement of exterior flood lighting with new LED light fixtures.
3. Jail Project – Begin plumbing for on-demand hot water system for A, B and C pods.
4. Building #1, Mt. Morris – Continue with auditorium wing renovation project. Bathroom locations are laid out and final drawings for wall and door changes due this month.
5. Building #2, Mt. Morris – Completed the painting of the east wing of third floor. Began painting of west wing of third floor.
6. Building #6, Mt. Morris – Continue with grout replacement project for brick walls.
7. County Park – Completed re-painting all picnic tables and May 1<sup>st</sup> opening preparations.
8. Hampton Corners Projects – Completed electrical upgrades on Fire Tower. Completed the installation of new data drops for Emergency Services and painted hallways.

**HIGHWAY – DON HIGGINS (attachment)**

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

**1. APPROVING MAXIMUM WAGE RATES FOR TOWN, VILLAGE AND COUNTY HIGHWAY EMPLOYEES WHILE ENGAGED IN SNOW & ICE WORK ON STATE HIGHWAYS FROM 07/1/13 TO 6/30/14 AND FOR WORK DONE FOR THE COUNTY FROM 1/1/13 TO 12/31/14**

RESOLVED, that the maximum wage rates shown on the attached schedules for Towns, Villages and County Highway Employees, be, and the same hereby are, approved for snow and ice control on State Highways and for work done within the County of Livingston.

Dated at Geneseo, NY

May 8, 2013

Public Services Committee

Director's Comment: WAGE SCHEDULE IS ATTACHED.

D. Higgins explained that this is an annual resolution, however, he is questioning whether this actually needs to be a resolution. He is working with the County Attorney to get a determination on this matter.

*MOTION: Mr. Merrick moved and Mrs. Babbitt Henry seconded to authorize the foregoing resolution. Carried.*

**2. AUTHORIZING THE IMPLEMENTATION AND SUPPLEMENTAL AGREEMENT WITH NYS DEPARTMENT OF TRANSPORTATION FOR PRELIMINARY ENGINEERING, DESIGN, CONSTRUCTION, CONSTRUCTION INSPECTION AND CONSTRUCTION SUPPORT PHASES, AND FUNDING IN THE FIRST INSTANCE 100% OF THE FEDERAL-AID AND STATE "MARCHISELL" PROGRAM-AID ELIGIBLE COSTS, OF A TRANSPORTATION FEDERAL-AID PROJECT (PIN 475559), AND APPROPRIATING FUNDS THEREFOR: BRIDGE PREVENTIVE MAINTENANCE PROJECT**

WHEREAS, a project for the Preventive Maintenance on Four Bridges (now Two Bridges), Livingston County (NYSDOT PIN 475559) (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs of such program to be borne at the ratio of 80% Federal funds and 20% non-federal funds; and

WHEREAS, the County of Livingston desires to advance the Project by making a commitment of 100% of the Federal and non-Federal share of the costs of the Engineering, Design, Construction, Construction Inspection and Construction Support phases; and

WHEREAS, Livingston County Resolution No. 2011-280 authorized and funded a total of \$62,000.00 for Preliminary Engineering and Design phases, now, therefore be it

RESOLVED, that the Board of Supervisors, duly convened, does hereby approve the above-subject Project, and be it further

RESOLVED, that the Board of Supervisors hereby authorizes the Chairman of the Board to pay in the first instance 100% of the Federal and non-Federal share of the cost of all phases of the project, including: Engineering, Design, Construction, Construction Inspection and Construction Support phases for the Project or portions thereof, and be it further

RESOLVED, the total sum of Six Hundred and Sixty-Four Thousand, Eight Hundred and Thirty-Five Dollars (\$664,835.00) (of which, with anticipated Federal Aid and NYS Marchiselli Aid, the County share will be approximately \$180,050.00) is hereby appropriated from the Board of Supervisors and made available to cover the cost of participation in all phases of the Project, and be it further

RESOLVED, that in the event the full Federal and non-Federal share costs of the Project exceeds the amount appropriated above, the Board of Supervisors shall convene as soon as possible to appropriate said excess amount immediately upon notification by the New York State Department of Transportation thereof, and be it further

RESOLVED, that the Chairman of the Board of Supervisors be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the Board of Supervisors 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 be it 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 be it further

RESOLVED, that this Resolution shall take effect immediately.

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>New York State Department of Transportation</b> 50 Wolf Road Albany, NY 12232	1/24/12 - 2/23/21	\$664,835.00

For: NYSDOT Supplemental Agreement: Engineering, Design, Construction, Construction Inspection and Construction Support phases for PIN 475559, Bridge Preventive Maintenance Project. Cost not to exceed the amount above.

Dated at Geneseo, New York  
May 8, 2013  
Public Services Committee

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Federal Highway Admin, NYS Marchiselli, County Highway	\$180,050.00	Yes <b>XX</b> No

D. Higgins explained this contract covers various repairs and maintenance work on bridges in Avon and York. He indicated that Hunt Engineers is the engineer designer on this project. This agreement includes the engineering, design, construction and construction inspection. D. Higgins indicated that the total is just under \$665,000—currently the local share is \$180,050, which looks high because typically our local share is not that much. D. Higgins explained this particular agreement is based on the original funding amount that was approved two years ago. We have to show that amount for this particular agreement but there will eventually be a supplemental agreement. Bids were opened last Wednesday, and on Thursday the Genesee Transportation Committee (GTC) met and GTC voted to award \$200,000 more in funding toward this project. This process will take a few months and then DOT will provide another agreement. For now, it will show this local share but eventually it will get down to the 5% level.

*MOTION: Mr. DiPasquale moved and Mr. Mahus seconded to authorize the foregoing resolution. Carried.*

**3. AWARDING BID AND AUTHORIZING CONTRACT FOR THE COUNTY HIGHWAY**

**DEPARTMENT – CONSTRUCTION CONTRACT, FEDERAL/STATE-AID BRIDGE PREVENTIVE MAINTENANCE PROJECT, NYSDOT PIN 475559 – RAMSEY CONSTRUCTORS, INC.**

WHEREAS, after the proper legal advertisement seeking bids for a Federal/State-Aid Bridge Preventive Maintenance Project (PIN 475559) on two bridges, four (4) bids were received and opened on April 24, 2013, and

WHEREAS, included in the bid was an alternate for full painting of the Poags Hole Road Bridge (BIN 3316940) which is not part of the Federal/State-Aid funded project, but was included for the purpose of construction efficiencies and cost-savings, and

WHEREAS, it is anticipated the Federal/State-Aid portion of the project will be funded 80% Federal, 15% NYS Marchiselli and 5% Livingston County, and

WHEREAS, the painting portion of the project will be 100% funded by County Highway budget appropriations, 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>Contract</u>	<u>Amount</u>
<b>Ramsey Constructors, Inc.</b>	
5711 Gateway Park	
Lakeville, NY 14480	
For: Construction Contract, Bridge Preventive Maintenance Project – 2 bridges (Fowlerville Road over Genesee River- BIN 3316240; Poags Hole Road over Canaseraga Creek – BIN 3316940)	\$586,063.90

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>	
Federal Highway Admin, NYS Marchiselli, County Highway	\$4,305.00 (Anticipated)	Yes <b>XX</b>	No

For: Full painting, per specifications, of Poags Hole Road Bridge (BIN 3316940) \$100,000.00

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>	
County Highway Budget Appropriations	\$100,000.00	Yes <b>XX</b>	No

Total Contract: \$686,063.90

The cost is not to exceed the amount indicated.

Dated at Geneseo, New York  
May 8, 2013  
Public Services Committee

D. Higgins distributed a bid tabulation and a recommendation to award to Ramsey Constructors, Inc. from the consultant (on file). D. Higgins explained that painting was included in this bid process and the painting will be done with local funds..

*MOTION: Mr. Martello moved and Mrs. Babbitt Henry seconded to authorize the foregoing resolution. Carried.*

**4. AUTHORIZING A SUPPLEMENTAL PROFESSIONAL SERVICES CONTRACT FOR CONSTRUCTION INSPECTION SERVICES - FEDERAL/STATE-AID BRIDGE PREVENTIVE MAINTENANCE PROJECT, NYSDOT PIN 475559 – HUNT ENGINEERS, ARCHITECTS & LAND**

**SURVEYORS, PC**

WHEREAS, County of Livingston Resolution No. 2012-163 awarded a professional services contract to Hunt Engineers, Architects & Land Surveying, PC for Engineering and Design phases for the above-noted bridge preventive maintenance project; and

WHEREAS, said Resolution and contract provided for Construction Inspections Services to be negotiated and added at a later date following the construction bid opening, and

WHEREAS, said negotiated fee and scope of services have been reviewed and approved by NYSDOT Region-4 officials, and

WHEREAS, a portion of the total construction contract is for painting of the Poags Hole Bridge, which is not Federal/State-Aid eligible, but will require construction inspection, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract, which is determined to be the most qualified to provide said services subject to review by the County Attorney and County Administrator.

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Hunt Engineers, Architects &amp; Land Surveyors, PC</b>	5/1/13 – 12/31/14	

4 Commercial Street, Suite 300  
Rochester, NY 14614

For: Construction Inspection Services, Federal/State-Aid Bridge Preventive Maint. Project (PIN 475559) – 2 bridges (Fowlerville Road over Genesee River- BIN 3316240; Poags Hole Road over Canaseraga Creek – BIN 3316940)	\$62,000.00
--	-------------

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Federal Highway Admin, NYS Marchiselli, County Highway	\$3,100.00	Yes <b>XX</b> No

For: Construction Inspection Services, painting of Poags Hole Bridge (BIN 3316940)	\$12,500.00
--	-------------

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
County Highway Budget Appropriations	\$12,500	Yes <b>XX</b> No

Total Contract:\$74,500.00

The cost is not to exceed the amount indicated.

Dated at Geneseo, New York  
May 8, 2013  
Public Services Committee

The County Administrator asked if \$12,500 was a reasonable charge for painting of this bridge, and D. Higgins responded yes this project would involve full containment of the bridge, which is on the Canaseraga Creek, in order to do the sandblasting and painting. There is lead paint on the bridge. He added we need to make sure they are doing it properly and that is how we use the construction inspection services.

*MOTION: Mrs. Babbitt Henry moved and Mr. Mahus seconded to authorize the foregoing resolution. Carried.*

**5. AUTHORIZING LIVINGSTON COUNTY TO PURCHASE PAVEMENT MARKING SERVICES THROUGH CONTRACTS AWARDED BY GENESEE COUNTY – SENECA PAVEMENT MARKING, INC.**

WHEREAS, Genesee County has awarded bids for purchase of pavement marking services to Seneca Pavement Marking, Inc. and

WHEREAS, the County of Livingston has determined that the prices and services under such contracts will result in cost savings and additional services compared to those if bid separately by Livingston County, and

WHEREAS, pursuant to authority granted by Section 103 of NYS General Municipal Law and the terms of the Genesee County bid, Livingston County is authorized to purchase pavement marking services through the contract awarded by Genesee County, now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby authorizes the purchase of pavement marking services through a contract awarded by Genesee County to Seneca Pavement Marking Services, Inc., 23 Hunters Run, Horseheads, NY 14845, subject to review by the County Attorney and County Administrator.

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Seneca Pavement Marking, Inc.</b> 23 Hunters Run Horseheads, NY 14845	5/1/2013 – 12/31/13	
For: Waterborne paint pavement marking – Centerline (Yellow) per CL mile:		\$318.00
For: Waterborne paint pavement marking – Edgeline (White) per CL mile:		\$376.00

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
County Highway Budget Appropriations	100%	Yes <b>XX</b> No

Dated at Genesee, New York  
May 8, 2013  
Public Services Committee

*MOTION: Mr. Martello moved and Mrs. Merrick seconded to authorize the foregoing resolution. Carried.*

Ben Beagle of Livingston County News entered.

**6. AUTHORIZING LIVINGSTON COUNTY TO PURCHASE PAVEMENT CRACK-SEALING SERVICES THROUGH CONTRACTS AWARDED BY ONTARIO COUNTY – BOTHAR CONSTRUCTION LLC, SUITE-KOTE CORP, ANNSEAL INC, MIDLAND ASPHALT MATERIALS INC, JULIEANN SHOVE INC**

WHEREAS, Ontario County has awarded bids for purchase of pavement crack-sealing services to various companies, and

WHEREAS, the County of Livingston has determined that the prices and services under such contracts will result in cost savings and additional services compared to those if bid separately by Livingston County, and

WHEREAS, pursuant to authority granted by Section 103 of NYS General Municipal Law and the terms of the Ontario County bid, Livingston County is authorized to purchase pavement crack-sealing services through the contracts awarded by Ontario County, now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby authorizes the purchase of pavement crack-sealing services through contracts awarded by Ontario County to BOTHAR Construction, LLC, subject to review by the County Attorney and County Administrator.

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>BOTHAR Construction LLC</b> 170 East Service Rd Binghamton, New York 14610	5/9/13 – 5/8/14	
For: Plastic Joint Material ASTM D6690 Type-II, Traditional Overband Application		
Daily production rate of 150 gallons and less, per gallon:		\$28.50
Daily production rate of 151 – 300 gallons, per gallon:		\$13.84

Daily production rate of 301 gallons and greater, per gallon: \$10.70  
 For: Optional Work Zone Traffic Control  
 Daily production rate of 150 gallons and less, per gallon: \$15.00  
 Daily production rate of 151 – 300 gallons, per gallon: \$6.00  
 Daily production rate of 301 gallons and greater, per gallon: \$3.75

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>	
County Highway Budget Appropriations	100%	Yes <b>XX</b>	No

Dated at Geneseo, New York  
 May 8, 2013  
 Public Services Committee

*MOTION: Mr. Martello moved and Mr. Mahus seconded to authorize the foregoing resolution changing the word Genesee to Ontario in the third Whereas. Carried.*

Mrs. Babbitt Henry asked if Hunt Engineers would also do all the special inspections for the steel, and D. Higgins stated yes, Hunt Engineers would be doing everything and they will also have to adhere to the strict State guidelines and documentation.

**PLANNING – IAN COYLE**

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

**1. APPOINTING MEMBER TO THE LIVINGSTON COUNTY ENVIRONMENTAL MANAGEMENT COUNCIL – BEN GAJEWSKI**

RESOLVED, that the following member is hereby appointed to the Livingston County Environmental Management Council for the term designated:

<b>Name</b>	<b>Address</b>	<b>Title/Representing</b>	<b>Term</b>
Ben Gajewski	Genesee Valley Conservancy PO Box 73 Geneseo, NY 14454	Agriculture	5/8/13-12/31/13

Director Comments: Mr. Gajewski is the Executive Director of the Genesee Valley Conservancy (GVC). Since 2007, Ben has assisted in all areas of GVC. Starting as an intern under GVC's sole staff, Ben was then hired as the organization's first Stewardship Director for 5 1/2 years. Ben is a graduate of SUNY Geneseo with a bachelor's degree in sociology and minor in environmental studies. He has become an active member of the community and is serving as a Village Trustee, on the board for the Association for the Preservation of Geneseo (APOG), and as a member of the Geneseo Farmers' Market committee.

*MOTION: Mr. Mahus moved and Mrs. Babbitt Henry seconded to authorize the foregoing resolution. Carried.*

**Informational Item(s) Written Only**

**COUNTY PROJECTS:**

**LIVINGSTON COUNTY EMERGENCY COMMUNICATIONS PLAN:**

Intertech Associates provided presentation on the Final Plan on April 16, 2013.

Next Steps: The Project Steering Committee will meet to discuss next activities. The Sheriff's Office has already started the process for securing frequencies and has been monitoring channels for potential issues. Sheriff's Office and Planning Department staff met as a follow-up to the meeting with the NYS Division of Homeland Security on the SICG-2 Grant Round for actions necessary to strengthen the County's application for the next round of funding.

**COUNTY TRANSPORTATION CONNECTIVITY PLAN:** The consultant team continued work on the

project. The consultant has revised the draft Existing Conditions Report. The report is posted on the County's website. Draft Technical Memorandum #2: Needs Assessment has been provided to the County for review. The Project Steering Committee met on April 19, 2013, to conduct a peer review. Comments will be provided to the Consultant. We are targeting the next public meeting for input on the Needs Assessment for May/June.

**COUNTY PLANNING BOARD:**

Vacancies. There is one vacancy on the Planning Board – one for an Alternate At-large member.

**AGRICULTURAL & FARMLAND PROTECTION BOARD (AFPB):**

**FY2008-2009 Farmland Protection Implementation Grant (Triple H and Sunny Knoll farms).**

The Genesee Valley Conservancy continued work on these projects.

**Agricultural District Renewal.** The first mailing for Agricultural District #2 is planned for Spring 2013. Staff continued work on preparing the mailing. The pre-mailing data report has been prepared and circulated to NRCS, Soil and Water Conservation District, Farm Services Agency, Cornell Cooperative Extension and the affected assessors for review.

**UPCOMING TRAINING OPPORTUNITIES: LET'S Plan**

**TRAINING REQUIREMENTS:** The schedule for this year's programs is finalized and includes presentations on green infrastructure, historic preservation for downtown buildings, transportation planning/walkable communities, and agricultural districts. 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.

**CONESUS LAKE WATERSHED MANAGEMENT PLAN (CLWMP) – CONESUS LAKE WATERSHED COUNCIL (CLWC):**

**Streambank Remediation Projects** –Phase I (\$382,869) & Phase II (\$358,132): The consultant team continued field data collection and survey work. They continued work on design of the alternatives for remediation.

**Conesus Lake Watershed Council.** The next Council meeting will be held on May 10, 2013. Action items include: Approval of the update of the Conesus Lake Watershed Characterization Report; Acceptance of the Annual Report of the Watershed Inspection Program, and; Approval of the Invasive Species Prevention and Response Plan.

**Conesus Lake Watershed Council** – Technical Committee. The Committee met on March 22, 2013. The next meeting is scheduled for April 26, 2013.

**Conesus Lake Watershed Council – Agricultural Committee.** The Committee will be meeting on April 24, 2013.

**Update of the Conesus Lake Characterization Report.** Planning staff and EcoLogic continued work on the Conesus Lake Watershed Characterization Report planned for approval by the Conesus Lake Watershed Council on May 10, 2013.

**TRANSPORTATION:**

Genesee Transportation Council: The next Council meeting is scheduled for June 20, 2013

Genesee Transportation Council Planning Committee: The Planning Director attended the Planning Committee meeting on April 11, 2013. The next meeting is scheduled for May 23, 2013.

**GENESEE-FINGER LAKES REGIONAL PLANNING COUNCIL:**

Executive Committee. The Planning Director attended the meeting on March 14, 2013. The next meeting is scheduled for May 2, 2013.

Planning Coordination Committee. The Planning Director attended the Planning Coordination Committee meeting on April 5, 2013. The next meeting is scheduled for June 7, 2013.

**GENESEE FINGER LAKES REGIONAL SUSTAINABILITY PLAN PROJECT:** The Planning Director continued to participate on the Planning Team for the project. The Final Plan was submitted to NYSERDA on March 31, 2013 as required. The Planning Team has been working on

revisions to the Plan per comments by NYSEDA. The Plan will be presented to the Finger Lakes Regional Economic Development Council on May 3, 2013.

**E911 ADDRESSING:**

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

**WEATHERIZATION ASSISTANCE PROGRAM (WAP):**

Planning Department staff and the NYS Office of Community Renewal continued working on the necessary steps to close out the program on March 31, 2013. The Planning Department and representatives from the Wyoming County Community Action Agency continued to coordinate transfer of the program. The Livingston County Planning Department is scheduled for audit on April 29, 2013. We are working on the final list of materials and equipment that would be transferred to WCCA, retained by the County, or disposed of.

**ENVIRONMENTAL MANAGEMENT COUNCIL:**

Earth Day Award. SUNY Geneseo was selected as this year's recipient of the award. Presentation will be at the April 24, 2013, Board meeting.

**TECHNICAL ASSISTANCE PROVIDED BY PLANNING STAFF:**

**Technical Assistance - Municipalities**

Provided training hours verification, T/Geneseo  
Provided E911 mapping for T/Geneseo  
Provided mapping assistance to Towns of Geneseo and Mount Morris on their municipal agriculture protection plans

**Technical Assistance - Other County Departments**

Provided 5K Run/Walk Map for DOH  
Worked on Wilcox Press parcel map for Wilcox Press Property Project  
Provided mapping assistance to DOH for Septic Systems, Blue Green Algae, Sample Site maps  
Provided facilities maps updates/prints for Emergency Management and the Local Emergency Planning Committee  
Updated SUNY Geneseo campus emergency response map and sent to college, Sheriff's Office and Kevin Niedermaier (asked them to forward on to first responders).  
Updated Sheriff's NewWorld map for the 911 Dispatch Center by adding 2010 imagery and updating other layers  
Updated Taste of Livingston County restaurant map for DOH  
Updated Geneseo and Sparta polling location maps for Board of Elections  
Created a map of the Livingston Industrial Complex northern acreage for Economic Development  
Created a map showing distance rings around Livingston County for Economic Development  
Found slopes information for Livingston County industrial parks based on USDA soils maps for Economic Development

**Technical Assistance – General Public**

Provided Ag District parcel verification, T/Geneseo  
Information request re: CPB membership/terms

**PROBATION – LYNNE MIGNEMI**

D. Nieswiadomy entered.

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

1. **AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY PROBATION DEPARTMENT - AUTOMON**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to

sign the following contract(s) for the Livingston County Probation Department, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>AutoMon</b>	4/8/13 – 4/8/18	\$78,503.20

10450 North 74<sup>th</sup> Suite 210  
 Scottsdale, AZ 85258

For: Caseload Explorer

Payable in 5 annual installments of \$15,700.64

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Livingston County Probation		Yes X No

Director’s Comments:

Caseload Explorer is developed by AutoMon of Scottsdale, Arizona, and configured for New York in conjunction with the NYS Division of Probation and Correctional Alternatives (OPCA). Currently, the system has been implemented in approximately 50 county Probation Departments across New York State. Other programs that probation officers use daily are being integrated into Caseload Explorer.

This money is in the 2013 budget in the amount of \$15,518.14. The proposal was originally quoted at \$15,518.14, but then realized that AutoMon had Livingston County Probation Department budgeted for 13 employees and not 14, which resulted in a slight increase of \$182.50 over the budgeted first year amount.

L. Mignemi explained this contract is for Caseload Explorer, which is a case management software system. This software has been around for a long time and supports day-to-day Probation functions—financials, supervision, investigation and over the last few years they are interfacing a lot of functions such as the Integrated Probation Registrant (IPR) System. Every adult on Probation is registered with the Division of Criminal Justice Services. This new software will almost register the offenders automatically. L. Mignemi indicated she would like the Probation Department to begin using this software system.

The County Administrator noted that the County is paying approximately \$15,000 a year for the service. He explained that he and Lynne talked about this at budget time a few years ago, and he indicated it warrants our participation and he strongly supports entering into a contract with AutoMon.

Mrs. Babbitt asked for a clarification on the amount that was budgeted. The County Administrator stated the budgeted amount was \$15,518 and the cost is \$15,700 and the difference will be paid out of funds within the Probation Department budget at the end of the year.

*MOTION: Mr. DiPasquale moved and Mr. Mahus seconded to authorize the foregoing resolution. Carried.*

**Informational Item(s) Written Only**

1. **PROBATION DEPARTMENT WORKLOAD**
  - 627 adult offenders supervised in county (29 treatment court cases being supervised in drug court)
  - 35 offenders in other NYS counties
  - 10 offenders in other states
  - 25 juveniles supervised
  - 40 new juvenile referrals
  - 33 investigations ordered
  - 22 active EHM cases (1 juvenile; 21 adults; 4 of which are female), 0-Global Positioning
  - 1 adult placed on probation for willful violation of support
  - 24 New Leandra’s Law cases (13 CDs)
  
2. **MONIES COLLECTED**
  - \$ 4,311.38 – restitution
  - 10,750.78 – fines

1,647.00 – fees  
 147.80 – surcharge

3. MEETINGS ATTENDED

3/1/13 PINS Meeting-Dansville Central School  
 3/4/13 Hope Mentoring  
 3/5/13 Human Service Department Head Meeting  
 3/5/13 Conference Call-OCFS Juvenile Risk Assessment Tool  
 3/12/13 COPA  
 3/13/13 DSS Meeting-Sharon Deming, Amber Hainey  
 3/13/13 Child Abduction Response Team Meeting  
 3/15/13 Hillside Advisory Board Meeting  
 3/16/13 Joan Ellison-Retirement  
 3/18/13 Staff Meeting  
 3/19/13 Domestic Violence Consortium  
 3/19/13 Law Enforcement Council  
 3/19/13 Multi-Disciplinary Task Force  
 3/28/13 Magistrate’s Meeting-Yard of Ale

4. ADMINISTRATIVE REVIEWS

Zero (0) administrative reviews

5. TRAINING

Name	Date	Training	Hours	Misc.
Kerrin Chapman	3/18/13	Mobile Mental Health – LCMH	0.5	
Doug Czyryca	3/18/13	Mobile Mental Health – LCMH	0.5	
Katie Dunn	3/18/13	Mobile Mental Health – LCMH	0.5	
Debra Johnston	3/18/13	Mobile Mental Health – LCMH	0.5	
Liz Laney	3/12/13	Psychopharmacology Webinar	2.0	
	3/14/13	Video Visitation	0.5	
	3/18/13	Mobile Mental Health – LCMH	0.5	
Debra Mack	3/18/13	Mobile Mental Health – LCMH	0.5	
	3/26/13	Evidence Base Practices (NADCP)	1.0	
Matthew McKinney	3/18/13	Mobile Mental Health – LCMH	0.5	
Lynne Mignemi	3/7/13	NCIC Certification	1.5	
	3/18/13	Mobile Mental Health – LCMH	0.5	
Courtney Sobrado	3/8/13	NCIC Certification	2.5	
	3/18/13	Mobile Mental Health – LCMH	0.5	
Jason Varno	3/18/13	Mobile Mental Health – LCMH	0.5	
Karen Weidman	3/18/13	Mobile Mental Health – LCMH	0.5	
Michelle Wolfanger	3/12/13	EJustice Certification	1.5	
	3/12/13	NCIC Certification	1.5	

**EMERGENCY MEDICAL SERVICES – IAN COYLE**

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

**1. PROCLAIMING THE WEEK OF MAY 19-25, 2013 AS EMERGENCY MEDICAL SERVICES WEEK**

WHEREAS, the Emergency Medical Services community in Livingston County volunteers many hours

to save lives and minimize the effects of unforeseen injuries; and

WHEREAS, EMS services are available 365 days a year; now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors does hereby declare the week of May 19-25, 2013 as Emergency Medical Services Week in Livingston County to honor EMS personnel, technicians, nurses, and physicians who serve their community through ambulance corps and in the emergency rooms in Livingston County.

Dated at Geneseo, New York

May 8, 2013

Public Services Committee

*MOTION: Mr. Martello moved and Mr. DiPasquale seconded to authorize the foregoing resolution. Carried.*

**OTHER – IAN COYLE**

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

**1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR LIVINGSTON COUNTY – U SOURCE, LLC**

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
U Source, LLC	60 days	N/A
325 West Road		
Portsmouth, NH 03801		
For: Energy Buying Service Agreement		

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ? N/A</i>	
N/A	0	Yes	No

The County Administrator stated that U Source, LLC is an energy broker for gas and electric. The County has participated with MEGA for electric. He indicated for gas we have drawn down through a hospital consortium because of the nursing home. He stated we received a quote from MEGA and what this company does is obtain a price from companies as well. We will compare the prices and a recommendation will be made then to go with the best price. This agreement does not cost any money.

*MOTION: Mrs. Babbitt Henry moved and Mr. Mahus seconded to authorize the foregoing resolution. Carried.*

**OTHER – IVAN DAVIS REPRESENTING FISH & WILDLIFE MANAGEMENT BOARD**

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

**1. AUTHORIZING USE OF RIFLE IN LIVINGSTON COUNTY FOR DEER & BEAR**

Portage Supervisor Ivan Davis and a representative on the Fish & Wildlife Management Board stated he is here today to ask if the Board of Supervisors would authorize the use of rifle in Livingston County for deer and bear. He stated that most counties in the State have authorized the use of rifle. He added it has been proven that rifles are safer than shotguns. Rifles usually have one shot and shotguns have up to six shots. The use of rifle is allowed year round for woodchucks and coyotes. Mr. Davis asked if anyone had any questions. He indicated that he spoke with Public Services Chairman Gerald Deming on the telephone and explained some of the rules and regulations to him. Ducks cannot be shot with a rifle, a hunter cannot shoot within 500 ft. of a dwelling or at the road. Everything is the same except this would allow hunting deer and bear with a rifle. Mr. Davis recommended that this committee authorize the use of rifle and refer this action to the full Board.

The County Administrator stated if the Board approves then it is referred to the State Legislature for approval.

Mt. Morris Supervisor DiPasquale asked Mr. Davis if he has talked to any farmers on this because he has heard some are opposed, and Mr. Davis stated that most farmers support this. Farmers are already allowed to shoot deer with a rifle with a nuisance permit even at night.

Mr. Deming commented that when this issue was addressed a few years ago, there was a lot of controversy at that time. He recalled a lot of farmers being opposed to this and especially a lot of York, Geneseo and Livonia town residents. Mr. Deming added that a lot of people didn't think it would be safe while hiking on the Greenway Trail. Mr. Davis indicated that statistics show there are less accidents now in those counties that are hunting with rifles.

Mr. Mahus stated that Ontario County has introduced their request to Albany twice and Wayne County cannot get enough nuisance permits to take care of the deer population. Mr. Davis indicated that Stein Farms have brought in 30 nuisance deer to his business and all 30 deer were shot with a rifle.

Mr. Mahus stated that the Board would have to approve the use of rifle and then it gets referred to the State Legislature and they would have to enact legislation authorizing the use of rifle. Mr. Mahus questioned why the State doesn't authorize it on a State level and be done with it.

The County Administrator asked if Ontario County requested permission for the entire County. Mr. Mahus stated he believes that Ontario County initially authorized south of Route 20 and then they submitted a request for the entire county, and he is not sure if they have changed it since then.

Mr. Deming stated that a few years back we were also discussing the use of rifle in certain areas of the County. Currently, Steuben, Allegany and Wyoming Counties have been approved for the use of rifle throughout the County.

Ossian Supervisor Martello stated this is one of those issues where we will find people on either side of the fence. Mr. Martello stated that Ossian is very rural and knowing this issue was on the agenda he stated he took the opportunity to ask 15-16 people and there are as many against it as there are for it. Mr. Davis stated he believes the people that are against it do not understand what they can and can't do. Mr. Deming stated he doesn't agree with that. He believes either you are for it or against it. He stated that someone could tell him everything good about it and another could tell him something bad about it, and he is opposed to it and would not listen to the good facts. Mr. Deming stated it is similar to fracking—some are for it and some are against it.

Springwater Babbitt Henry stated that an unsafe hunter is still an unsafe hunter no matter what weapon is in their hand.

Mr. Deming asked what the Committee's preference is. Mr. DiPasquale suggested to take the matter to the full Board.

The Clerk asked if the Committee is supporting this and referring their recommendation to the full Board or does the Committee want the full Board to decide on the matter.

*MOTION: Mr. DiPasquale moved and Mr. Martello seconded to refer this matter to the full Board to decided on what action to take. Carried.*

## **ADJOURNMENT**

*MOTION: Mr. Merrick moved and Mrs. Babbitt Henry seconded to adjourn the meeting at 2:03 p.m. Carried.*

---

**ECONOMIC DEVELOPMENT – JULIE MARSHALL (attachment)**

**Informational Item(s) Written Only**

1. IDA – Gray Metal Products transaction closing took place on April 17<sup>th</sup>. The project is an approximate 90,000 square foot addition to their facility in the Town of Avon, which is expected to add 70 new jobs.
2. LCDC – Downtown Coordinator, Louise Wadsworth attended the annual National Main Street Conference in New Orleans, LA. Her written report is attached.
3. FINGER LAKES REGIONAL ECONOMIC DEVELOPMENT COUNCIL - The Council will meet on Friday, May 3<sup>rd</sup> to review the work plans of the 11 workgroups. It is anticipated that Consolidated Fund Applications will be made available in May with applications due in mid-July. Economic Development Staff are planning for applications that will be submitted by the department.
4. FOREIGN TRADE ZONE WORKSHOP – the Foreign Trade Zone information session scheduled for April 9<sup>th</sup> was cancelled due to lack of interest. Economic Development staff will discuss the benefits of international trade and the foreign trade zone during Business Retention & Expansion visits with companies.
5. NEW YORK MAIN STREET PROGRAM - 14 applications totaling over \$500,000 in requests for New York Main Street funding were received from property and/or business owners in Avon. Application review and award recommendations will take place on May 2<sup>nd</sup>.  
Applications for New York Main Street funding in the Village of Nunda are due April 26<sup>th</sup>. Review and award recommendations will take place May 9<sup>th</sup>.  
Reminder notifications were sent to Village of Geneseo building/business owners. Six months remain to complete their awarded projects.
6. DOWNTOWN REVITALIZATION PROGRAM - The County Sign & Façade Improvement Program received 42 applications totaling over \$155,000 in funding requests. These requests far exceed the \$55,000 that was budgeted for awards. The application review committee recommended that the LCDC fund 29 projects totaling \$100,000.  
The Village of Livonia steering committee has completed the development of Façade Renovation Guidelines. Bernie Thoma is now meeting with the Village to begin preparing an application for New York Main Street Funding.
7. FAST TRAC *INTENTIONAL ENTREPRENEUR CLASS* – will be held on Saturday, April 27<sup>th</sup> in partnership with SUNY Geneseo. As of this writing 8 individuals are registered to participate. The 4 hour workshop is intended for individuals that are considering going into business and is meant to be a lead-in to the 10 week Fast Trac *New Venture* Program.
8. MEETINGS – Staff attended or participated in numerous meeting and events outside of the office. These include the following:
  - Numerous meetings with County businesses to discuss their retention and expansion plans
  - Spoke at the Livingston County Association of Villages meeting
  - Livingston County Ag & Farmland Protection Board
  - Livingston County Job Fair Planning Committee
  - Finger Lakes Regional Council Community Development workgroup (2 meetings)
  - Pathstone Enterprise Center Loan Committee meeting and Board of Director’s meeting

- Ribbon Cutting events at Finder’s Keepers (Mt. Morris) and North Shore Grill (Lakeville)
- Noyes Hospital groundbreaking event for new Emergency Department
- Ag Roundtable discussion with state elected officials hosted by the Planning Department
- High Technology Rochester (HTR) Solutions Fair (vendor)
- SOHO Rochester Small Business Trade Show
- SUNY Geneseo Social Media workshop
- Roundtable discussion on Federal manufacturing incentives sponsored by Senator Gillibrand
- Landmark Society Preservation League annual conference
- Met with representative from Mohawk Global Logistics to discuss international trade opportunities for county companies
- Met with representatives from the Genesee Valley Conservancy
- Met with Cornell Cooperative Extension representatives
- Met with NYS Department of Transportation representatives
- Met with SCORE and SBA representatives

**PUBLIC DEFENDER – MARCEA CLARK TETAMORE**

**Informational Item(s) Written Only**

1. Applications received year to date as of 4/22/13 p.m.: 440
2. Applications received since last PSC meeting: 100
3. Files opened year to date as of 4/22/13 p.m.: 252
4. Files opened since last PSC meeting: 44
5. Applications pending year to 4/22/13 p.m.: 32
6. Section 722-d money received year to date: \$50
7. Money collected from collection agency year to date: \$43.55

**EMERGENCY MANAGEMENT SERVICES – KEVIN NIEDERMAIER**

**Informational Item(s) Written Only**

1. Completed quarterly reports for SHSP, LEMPG, and All Hazard Mitigation grants for the Department of Homeland Security and Emergency Services (DHSES).
2. Draft outline completed for Volunteer Management emergency plan. Document to be reviewed by Planning Coordinator, State Office of Emergency Management for Region V.
3. Coordinating with County Department heads on Continuity of Operations Planning, (ongoing project)
4. OEM will be working with DOH on the Flurricane exercise that will be held during the week of may 13<sup>th</sup>, the exercise will test the response of several different agencies working in conjunction with the local hospital. The exercise scenario is designed around a natural event, consisting of a hurricane and flooding, the exercise will test communication, movement of resources, and evacuation.
5. Working with IT Director Nieswiadomy on communication upgrades to the EOC, installing a larger switch terminal to handle additional phone and IT lines. The equipment was purchased from the SHSP grant program.

**BOARD OF ELECTIONS - NANCY LEVEN AND LAURA SCHOONOVER**

**Informational Item(s) Written Only**

1. Enrollment Statistics were processed as of April 1, 2013 showing Livingston County with 9,977 Democrats; 16,494 Republicans; 794 Conservatives; 148 Working Families; 1,811 Independence and 114 Green Party voters. In the Other’s category there are 35 voters and also 7,885 voters who are not registered in any party at all for a total of 37,258 active voters. Another 2,095 voters are considered inactive as they do not have a current address. These active figures will be used to base the number of signatures required for upcoming petitions.

2. The Commissioners and Operations staff met with Dale Nieswiadomy of IT at the Millennium Drive Service Center to discuss potential software to track assets acquired through state and federal grants.
3. Received training on the print room copier.
4. Sent permanent absentee voter lists to all schools in the County for their school budget and board votes.
5. Audit was successfully completed for the Workplace Violence Prevention Program.
6. Participated in an NYS Election Commissioners Association Executive Committee conference call.
7. Participated in an NYS Election Commissioners Association conference call along with the State Board of Elections.
8. Commissioner Leven went to Albany for a meeting with the State Board of Elections and the NYS Commissioners Association.
9. Annual report has been completed.
10. Election Inspector training classes have been set for the months of July and August to be taught in the government center. A total of 12 classes will be held. A revised outline of the classes is currently being finalized. A newsletter has been sent to all of the Inspectors announcing the classes.
11. Full document imaging continues on the voter registration files. We have just 6 letters of the alphabet to complete! This project started in March of 2011.
12. Boxed and sent the 2012 election records to Records Management for storage.
13. All poll sites have been re-surveyed for ADA compliance, site visits have been completed with a representative from each poll site meeting with our Election Operations Specialists. Many sites will need to come into compliance to still be eligible to be a site. We are working with them to achieve this.
14. We have been requested once again by the Livonia High Government Class Teacher to provide voter registration to the students during class time. The Commissioners have scheduled 3 classes for May.

Respectfully submitted,

Virginia O. Amico  
Clerk of the Board