

**PUBLIC SERVICES COMMITTEE MEETING MINUTES  
WEDNESDAY, SEPTEMBER 3, 2014  
1:30 P.M.**

PRESENT: G. Deming, C. DiPasquale, D. Knapp, W. Wadsworth, E. Gott, D. LeFeber, P. Yendell, L. Semmel, B. Donohue, I. Coyle, B. Beagle-LC News

ABSENT: D. Babbitt Henry

**REVISED – ECONOMIC DEVELOPMENT**

**PROBATION – LYNNE MIGNEMI**

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

- Firearms Discussion – L. Mignemi, J. Varno, M. McKinney - Ms. Mignemi reviewed recent research on psych exams for employment as a condition to carry firearms. There were two primary questions:
  - 1) May we ask current employees to voluntarily undergo a psychological exam for fitness to carry as a condition to carrying a firearm?
  - 2) What happens if an employee undergoes an evaluation and is deemed unfit to carry?

The answer to the first question is No, we can't require full time CSEA employees to undergo psych exams.

Wayne County is voluntary. 100% of their employees wanted to carry. Statute allows Probation officers to carry and they can carry under the direction of the Director. The Board would still need to approve this because they are funding the firearms. Mrs. Mignemi asked if the Committee was comfortable allowing her or a small internal body to make the determinations of who does and who does not carry a firearm without a psychological evaluation? Down the road she would plan to self-correct by requiring that new hires receive psychological evaluations and be mandatory to carry. She is asking the Committee's opinion on mandatory carry and no psychological evaluations to carry. Mrs. Mignemi questioned if the Committee was comfortable letting her determine who carries and who does not carry a firearm in her department. She feels that she has a quality staff; they have all completed their probationary period, required firearms training and are doing their jobs. This is a self evolving process. In order to do the policies and procedures she has to start here with the Board approval first. There was discussion on any reservations she has for any of her current staff members carrying a firearm and staff carrying a firearm without a psychological evaluation. Her staff has all qualified for firearms once and would need to re-qualify. There is concern for allowing a staff member to carry a firearm without the psychological evaluation. Mrs. Mignemi explained that Dr. Selnick makes a recommendation only. It is up to the Probation Director on whether to follow the recommendation or not. Mrs. Donohue questioned whether Ms. Mignemi's direct observations of her staff in a work setting tell as much as a psych evaluation? Mr. Varno explained the indicators and patterns used in psychological evaluations. Mrs. Mignemi observes these individuals performance and actions on a daily basis. Mr. Varno questioned if any Committee members have experience with psych evaluation and what they are asking to get out of them. Mr. Varno reviewed evaluations he has participated in and explained that different evaluators can see different results from the same evaluation. Evaluators are looking for a pattern of negative thought processes. These officers have a demonstrated behavior in real time that is proven and that is seen every day. These people have been screened and vetted to be public servants. These employees have been observed for 1-10+ years in a work environment and they have that experience to determine who will and who will not carry a firearm. Somewhere along the line, psych exams were brought up as a necessary requirement for new hires. Mr. Varno explained that they have a documented past with current employees, which is not available with new hires. Staff are out in an area now that is, by nature, adversarial with no absolute line of defense with a deadly force encounter, which is still going to be there regardless or not if anyone is psych tested. Chair Deming stated that the psych evaluations would be beneficial because, last year 50% of staff wanted to carry and a few months ago 2-3 didn't want to carry and now everyone

wants to carry. What changed? Maybe a psych evaluation would show the reason for this change. Ms. Mignemi explained that there have been some retirements and new hires over that time period. There was discussion of the staff freely agreeing to have psych evaluations as part of their agreement with the Committee. There was discussion that there is no weight to terminate a current employee that does not want to carry. The Sheriff's Department requires all deputy and jail new hires to have psych evaluations. A person that does not wish to carry might be reassigned to other duties, i.e. investigations or court. Mr. Coyle questioned the thought that such reassignment would not have a negative impact. These people would be reassigned based on a firearm issue and that would certainly be a logistics/administrative or operational impact. There are currently fourteen employees in the Probation Department. Everyone but the two support staff and the Director stay in the office full time. Mr. Deming does not support the staff carrying a firearm. Mr. Gott and Mr. Wadsworth feels that the psych evaluations are important as a benchmark/standard to adhere to going forward with these discussions. Mr. DiPasquale feels that the staff should carry with restrictions but need to be psych tested. Mr. Knapp feels that staff should step up and take psych test to carry. Mr. LeFeber not in favor of staff carrying firearms and would prefer that staff leave a situation if something made the uncomfortable and call 911. Mrs. Mignemi is requesting firearms to survive a deadly force encounter they are not planning to use a firearm to enforce conditions of probation. There was concern that we will be leaving probation officers uncovered in the field. We are not only responsible for arming, but are also responsible for protecting our employees. Mr. Deming requested information on any probation officers being fired upon. The majority of the Committee would entertain arming the probation officers if they were to volunteer for psych evaluations. It is appropriate to request any new hires participate in a psych evaluation.

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

#### **1. PROBATION DEPARTMENT WORKLOAD**

- 546 adult offenders supervised in county (22 treatment court cases being supervised in drug court)
- 12 offenders in other NYS counties
- 13 offenders in other states
- 13 juveniles supervised
- 16 new juvenile referrals
- 23 investigations ordered
- 11 active EHM cases (0 juvenile; 11 adults; 0 of which are female), 0-Global Positioning
- 0 adult placed on probation for willful violation of support
- 13 New Leandra's Law cases (9 CDs)

#### **2. MONIES COLLECTED**

- \$ 6,750.41 – restitution
- 6,834.00 – fines
- 1,730.00 – fees
- 303.28 – surcharge

#### **3. MEETINGS ATTENDED**

- |           |   |
|-----------|---|
| 7/2/2014  | Public Service-Firearms Discussion            |
| 7/8/2014  | Suicide Task Force                            |
| 7/15/2014 | Domestic Violence Consortium                  |
| 7/15/2014 | Law Enforcement Council                       |
| 7/15/2014 | Multi-Disciplinary Task Force on Sexual Abuse |
| 7/21/2014 | Staff Meeting                                 |
| 7/21/2014 | STOP-DWI meeting with Sheriff Dougherty       |
| 7/23/2014 | Regional STOP-DWI Meeting                     |
| 7/25/2014 | In-Service Training on Juveniles for LCSO     |

#### **4. ADMINISTRATIVE REVIEWS**

- One (1) administrative review

#### **5. TRAINING**

| Name             | Date       | Training               | Hours | Misc. |
|------------------|------------|------------------------|-------|-------|
| Michelle Cassata | 7/1/14     | Thinking For a Change  | 2.5   |       |
|                  | 7/8/14     | Thinking For a Change  | 2.0   |       |
|                  | 7/15/14    | Thinking For a Change  | 2.0   |       |
|                  | 7/21-22/14 | Thinking For a Change  | 16.0  |       |
| Kerrin Chapman   | None       |                        |       |       |
| Doug Czyryca     | None       |                        |       |       |
| Katie Dunn       | 7/15/14    | Defensive Driving      | 6.0   |       |
|                  | 7/25/14    | Juvenile Training LCSO | 1.5   |       |
| Liz Laney        | 7/15/14    | Defensive Driving      | 6.0   |       |
| Brian Lanpher    | 7/16/14    | Defensive Driving      | 6.0   |       |
| Debra Mack       | 7/1/14     | Thinking For a Change  | 2.5   |       |
|                  | 7/8/14     | Thinking For a Change  | 2.0   |       |
|                  | 7/15/14    | Thinking For a Change  | 2.0   |       |
|                  | 7/21-22/14 | Thinking For a Change  | 16.0  |       |
| Matthew McKinney | None       |                        |       |       |
| Rachel Merrick   | 7/15/14    | Defensive Driving      | 6.0   |       |
| Lynne Mignemi    | 7/23/14    | STOP DWI New York      | 2.0   |       |
|                  | 7/25/14    | Juvenile Training LCSO | 1.5   |       |
| Courtney Sobrado | None       |                        |       |       |

|             |      |  |  |  |
|-------------|------|--|--|--|
| Jason Varno | None |  |  |  |
|-------------|------|--|--|--|

**1:50 SHERIFF – SHERIFF THOMAS DOUGHERTY**

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

**1. AMENDING THE HOURLY EMPLOYEE SALARY SCHEDULE AND REFERING THE MATTER TO WAYS AND MEANS**

**Sheriff's Department**

Create one (1) Full-time Corrections Sergeant position.

Create six (6) Full-time Corrections Officer positions.

Sheriff Dougherty explained file and rank of positions at the jail is Chief Deputy-1 Sergeant-1 Corporal-1 Deputy. This would be an additional administrative supervisor which give them two supervisors and 6 COs at the recommendations of COC. Chief Deputy Yasso reviewed his COC presentation and explained that the bottom line is that they are operating short for some time. They are covering 207 empty shifts a month with overtime or part time coverage which is costing a bunch of money. With the addition of six new deputies and the Sergeants' position they can cut into that overtime and basically come out to a wash or seven new employees = \$4,288. Plan to pull from the overtime and part time budget lines that they have now to these full time positions. This leaves 85 shifts per month to be covered at part time or overtime capacity. They should be able to cover all open shifts with part time staff instead of overtime. Overtime would then only be used for any mandatory training, sick calls and any other emergency transports or things like that. A note on the additional supervisor; they are a little shy in the command structure in that division. In the absence of Chief Deputy Yasso and the Sergeant, we have a Corporal making decisions. This additional Sergeant will give us added protection there. This will be an afternoon position and they will be able to flex this position to cover time off for those two supervisors. Chairman Gott suggested that the Committee members take time to review the presentation. Accruals and training mandation were considered into the presentation. The six positions would come from the part time cache and those part time spots would then need to be filled. Mr. Coyle explained that the plan makes sense and we have to comply with COC's directives as this has to be an agreed upon staffing analysis. Sheriff Dougherty explained that he has had very cordial relations with COC since he has come onboard. Mr. Coyle explained that while cost-neutrality begins to erode as new hires accrue additional benefits and compensation that is years out, and it makes good fiscal sense to approve this action at this time.

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

Sheriff Dougherty updated the Committee on some recent motorcycle and ATV accidents under investigation.

**1:55 PLANNING – ANGELA ELLIS**

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

**AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY PLANNING DEPARTMENT: GENESEE VALLEY CONSERVANCY, BERGMANN ASSOCIATES, NYS HOMELAND SECURITY**

WHEREAS, Livingston County submitted application to the FY2008-2009 New York State Department of Agriculture and Markets Agricultural and Farmland Protection Implementation Grant on September 12, 2008, as recommended by the Livingston County Agricultural and Farmland Protection Board; and

WHEREAS, Livingston County received notice on May 13, 2009, that the New York State Department of Agriculture and Markets awarded Livingston County the total sum of \$2,287,152.00 through the FY 2008-2009 Agricultural and Farmland Protection Implementation Grant program to assist the County with its farmland preservation efforts through the purchase of development rights on Triple H Farms (FPIG Award #C800738, \$1,290,824.00) and Sunny Knoll Farm (FPIG Award #C800757, \$996,328.00);

and

WHEREAS, As per Resolution 2009-352, the Chairman of the Livingston County Board of Supervisors has signed the agreements with the New York State Department of Agriculture and Markets to allow for the transfer of the funds for the FY2008-2009 Agricultural and Farmland Protection Implementation Grants for both projects, following review by the County Attorney and County Administrator; and

WHEREAS, As per Resolution 2011-088, the Chairman of the Livingston County Board of Supervisors signed an agreement with the Genesee Valley Conservancy for services required to assist the County with implementation of the FY 2008-2009 Agricultural and Farmland Protection Implementation Grants for both projects, following review by the County Attorney and County Administrator; and

WHEREAS, the agreements with the New York State Department of Agriculture and Markets for the FY2008-2009 Agricultural and Farmland Protection Implementation Grants for both projects will not be completed until September 30, 2015; now, therefore, be it,

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to extend the contract with the Genesee Valley Conservancy for the Livingston County Planning 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>Genesee Valley Conservancy</b><br>P.O. Box 73<br>1 Main Street<br>Geneseo, New York 14454 | 5/13/09-9/30/15 | NYS Reimbursement<br>for Services |

For: FY2008-2009 FPIG AWARD # C800738, Triple H Farms, for reimbursement of services following receipt of funding from the New York State Department of Agriculture and Markets

|  |                 |                                   |
|--|-----------------|-----------------------------------|
| <b>Genesee Valley Conservancy</b><br>P.O. Box 73<br>1 Main Street<br>Geneseo, New York 14454 | 5/13/09-9/30/15 | NYS Reimbursement<br>for Services |
|--|-----------------|-----------------------------------|

For: FY2008-2009 FPIG AWARD # C800757, Sunny Knoll Farm, for reimbursement of services following receipt of funding from the New York State Department of Agriculture and Markets

Director's Comments: This resolution will authorize the County to extend its contract with the Genesee Valley Conservancy to implement the 08-09 FPIG Award for Triple H Farms and Sunny Knoll Farm.

| <i>Funding Source</i>   | <i>Local Share</i> | <i>Budgeted ?</i> |   |    |
|---|--------------------|-------------------|---|----|
| NYS Agriculture and Markets: FY2008-2009 Agricultural and Farmland Protection Implementation Grants | \$0                | Yes               | X | No |

|   |                 |            |
|---|-----------------|------------|
| <b>Bergmann Associates</b><br>28 East Main Street<br>Rochester, NY 14614-1909 | 9/10/14-1/31/15 | \$7,400.00 |
|---|-----------------|------------|

For: Internet Mapping assistance

Director's Comments: This resolution will authorize the County to enter into contract with Bergmann Associates to assist in the public deployment of the Livingston County GIS system.

| <i>Funding Source</i>                   | <i>Local Share</i> | <i>Budgeted ?</i> |   |    |
|---|--------------------|-------------------|---|----|
| County Budget: 8020 Planning Department | \$7,400            | Yes               | X | No |

Security and Emergency Services

1220 Washington Avenue  
Albany, New York 12242

For: FY13-14 Public Safety Answering Points Grant for equipment replacement

Director's Comments: The County applied for \$100,000 to replace computers and other related equipment. We received notice that we've been awarded \$89,253. This resolution authorizes the contract with the State for the funding.

| <i>Funding Source</i>                                    | <i>Local Share</i> | <i>Budgeted ?</i> |    |   |
|--|--------------------|-------------------|----|---|
| NYS Division of Homeland Security and Emergency Services | \$0                | Yes               | No | X |

Ms. Ellis reviewed the GVC contracts for approval. The projects will not be completed this month so the state recommended that the contracts be extended for another year. The Bergman contract is for the GIS mapping contract that allows a contract for Intranet mapping to go Internet and be available to the public. The NYSDHSES contract is for the grant submitted for replacement computer equipment at the Sheriff's Department and the backup 911 Center. Most of the equipment will be purchased off of state contract.

*Motion: Mr. Gott moved and Mr. Knapp seconded to approve the foregoing resolution..... Carried.*

**Informational Item(s) Written Only**

STAFFING: Desiree Ortega started work as the Senior Typist on August 15, 2014.

COUNTY PROJECTS:

LIVINGSTON COUNTY EMERGENCY COMMUNICATIONS PLAN:

NYS Public Safety Answering Point (PSAP) Sustainment Grant - 2014. We've been awarded an additional grant of \$89,253 for computer and equipment replacement in the Sheriff's Office, Secondary 911 Center at the EOC, and the plotter in the Planning Office. This grant is 100% state funds. No county match required. This funding will replace old and antiquated equipment. Emergency Communications System Upgrade Project. The Project Management Team (PMT) and 911 Committee met on August 20, 2014 to officially kick-off the project. The 911 Committee will be meeting periodically at key project milestones. The PMT will be meeting monthly. Important issues that need to be addressed are: expected coverage requirements and FCC licensing requirements and approvals from Canada.

DANSVILLE TRANSPORTATION AND INDUSTRIAL AND COMMERCIAL ACCESS STUDY:

The consultant continues work on the draft report.

COUNTY PLANNING BOARD:

Vacancies. There are 4 vacancies on the Planning Board – 3 for Alternate At-large members; 1 for North Dansville; 1 for Sparta.

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. The projects will not be completed by September 30, 2014. NYS Agriculture and Markets has recommended that we submit a request for contract extensions to September 30, 2015, for both projects.

Governor Cuomo announced \$20.5M available for the Farmland Protection Implementation Grant - Round 13. The Genesee Valley Conservancy completed and submitted the applications for three farms in Livingston County – Marshall Farm, Vandeweert Farm, and Moore Farms. We prepared support letters from the Ag and Farmland Protection Board. We also provided a support letter for the Smithgall Farm (Old Acres Farm) which is partially located in Livingston County in the Town of Leicester.

Agricultural District Renewal. Planning staff continued organizational work for the renewal of Agricultural District #3. Certified reminder letters were sent to those that did not respond.

**UPCOMING TRAINING OPPORTUNITIES:**

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.

**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 work on final designs, state and federal permitting, and coordination with landowners and the Town highway superintendents.

Great Lakes Restoration Initiative – Town of Conesus. We worked with the Genesee Finger Lakes Regional Planning Council, Barton and Loguidice, and the Town of Conesus to prepare a joint grant application with Black and Oatka Creek watersheds. The grant is for \$250,000 for streambank remediation in the North McMillan Sub watershed (Dacula Shores area).

Conesus Lake Watershed Council. The Council met on August 22, 2014, and approved the 2015 budget to be forwarded to the Towns and Villages.

**E911 ADDRESSING:**

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

***ENVIRONMENTAL MANAGEMENT COUNCIL***

The EMC met on July 23, 2014 at Letchworth State Park. The next meeting is scheduled for September 24, 2014.

**TECHNICAL ASSISTANCE – OTHER DEPARTMENTS**

Site development meeting in Avon with Economic Development for a project in the former East Avon Plaza

Ag Tour planning meeting with GVC, Economic Development and the Chamber of Commerce  
Cultural Plan activities with GVCA

Created a tobacco free zone map for the DOH

**TECHNICAL ASSISTANCE - PUBLIC**

Agricultural District #3 Renewal - public support, answers and docs provided

**TECHNICAL ASSISTANCE - MUNICIPALITIES**

Comp Plan process research for Town of Conesus

Met with Livonia CEO and new zoning clerk to train on County Planning Board procedures

Town of Avon Comprehensive Plan individual committee member meetings and presentations to the Comp Plan Committee

**2:15 DISTRICT ATTORNEY – GREG MCCAFFREY**

**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 DISTRICT ATTORNEY'S OFFICE: NEW YORK STATE OFFICE OF VICTIM SERVICES**

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 District Attorney, 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> |
|-------------------|-------------|---------------|
|-------------------|-------------|---------------|

For: Funding the full time position of Program Director for the Crime Victim Program

| <i>Funding Source</i>         | <i>Local Share</i> | <i>Budgeted ?</i> |
|-------------------------------|--------------------|-------------------|
| NYS Office of Victim Services | 0.00               | Yes X No          |

Director’s Comments:

The grant provides funding for salary of the Program Director. The District Attorney's budget supplies third party support of this contract.

Mr. McCaffrey introduced Dick Corrigan and explained that he is the Crime Victim Coordinator at the DA’s office. Mr. McCaffrey reported that funding is down this year and many counties lost funding. Mr. Corrigan reported that we received approximately 13% less than last year.

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

The Committee discussed that if the grant goes away, so does the position.

**2:25 OTHER – DAVID MORRIS**

**1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN A QUIT CLAIM DEED AND RELATED DOCUMENTS TO TRANSFER A PARCEL ON LIVONIA CENTER ROAD – MANN – TOWN OF LIVONIA**

WHEREAS, the Superintendent of Highways has determined that the following parcel of property is of no further use for highway purposes for the County of Livingston, and

WHEREAS, the Superintendent of Highways has recommended that the following parcel be abandoned to the adjoining landowner, now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is authorized to sign a quit claim deed and related documents to transfer the following parcel to the party listed upon payment to the County of Livingston of \$100.00 per transfer:

Kathleen S. Mann

ALL THAT TRACT OR PARCEL OF LAND, situate in part of Town Lot 20, Town of Livonia, County of Livingston, State of New York and being more particularly bounded and described as follows:

The following is set out to describe the true point of beginning:

Commencing at a point on the centerline of Livonia Center at its intersection with the North line of lands conveyed to John W. & Charleen M. Hill by Liber 598 of Deeds, Page 52; Said point also being the Southwest corner of lands conveyed to Kathleen S. Mann by Liber 1264 of Deeds, Page 2936: Thence N 07°-50’-29” E; Along the centerline of Livonia Center Road, A distance of 159.21 feet to point of beginning, said point being the Northwest corner of said Mann; thence

- 1) N 07°-54’-29” East, along the centerline of Livonia Center Road, a distance of 78.71 feet to a point; thence
- 2) N 76°-54’-43” E, A distance of 86.96 feet to the Northeast corner of lands of Kathleen Mann; thence
- 3) Southwesterly, along the Northerly line of the aforementioned Mann, on a curve to the left, having a radius of 138.09 feet an arc distance of 142.90 feet to the point of beginning. Said line being along the approximate centerline of the old road.

Intending to describe a parcel of land containing 0.035 acres.

Subject to the rights of the public in and to that portion of the above described parcel lying within the right of way of Livonia Center Road (County Road 39).

This conveyance is made and accepted subject to such other grants, easements, reservations, covenants, agreements, leases and restrictions of record in the Livingston County Clerk’s Office, as may pertain to or affect the above described premises.

Excepting and reserving to the County of Livingston a permanent easement for all existing water and sewer transmission lines. Said easements to be ten (10) feet in width centered on said transmission lines. Together with the right of access for repair, maintenance and replacement of said transmission lines.

Mr. Morris explained that the road was relocated at some point and the property owner would like to convey to her part of the old right of way. Mr. Morris has confirmed with the Highway Superintendent that we do not need this parcel. This action is similar to conveyances done for West Lake Road.

*Motion: Mr. Wadsworth moved and Mr. Knapp seconded to approve the foregoing resolution Carried.*

## **PUBLIC WORKS – CATHY VANHORNE & GARY MOORE**

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

Department updates – Mrs. VanHorne explained that she has a resolution and request from the Water and Sewer Authority Board for the Committee to appoint Mark Kosakowski provisionally as Director of Operations position. Mrs. VanHorne explained that the position was created two years ago and left vacant. No action was taken because there was a requirement that the old position to be deleted and she was not prepared to do that. Since that time that requirement has been lifted. This exam was requested but has still not been held. Mr. Moore explained that this will not be a large salary increase as it will be going from hourly with overtime to salary. They would like to keep the current position open until the exam has been taken with the understanding that the position would be deleted once the exam has been passed. Chairman Gott reviewed work that Mr. Kosakowski has be doing with the Town of Livonia and other issues due to recent storm events.

*Motion: Mr. Gott moved and Mr. DiPasquale seconded to recommend appointing Mark Kosakowski to Public Works Director of Operations and refer the matter to the Ways and Means Committee .Carried.*

Mr. Deming reported that the Livingston County Democratic Committee has recommended that Laura Schoonover be reappointed to her position as election commissioner for a four year term. There was discussion on how these appointments are made by the political party and then need to be done by the legislative body according to the election law. Mr. Coyle explained that the recommendation comes to us and we are responsible for making the position full or part time and what to pay them. This does not need to go through Committee. There was discussion on determining whether someone should be appointed. Chairman requested clarification. The County Attorney explained that if a recommendation gets voted down by Board of Supervisors, then the vote is just with the Democratic members of the Board. It is still an appointment by the Board. The political Committee simply submits the recommendation. The County does not have choice unless the members of party vote against the recommended appointment. Then another person would need to be recommended. There was discussion regarding requests for information made to the department.

## **ADJOURNMENT**

Mr. DiPasquale moved and Mr. Gott seconded to adjourn the committee meeting at 2:42 p.m.

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

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

1. A state-wide Democratic Primary Election is scheduled for September 9<sup>th</sup> from 12 PM until 9 PM. Election districts have been consolidated with just 20 districts and 80 Inspectors scheduled. Absentee ballots were mailed on August 8<sup>th</sup>. Ballots have been printed and supplies are being readied. Ads have been placed notifying voters of poll site changes for this election. Machines have been tested and are due to be shipped to poll sites starting on September 3<sup>rd</sup>.
2. The BOE has ordered a Central Count Machine for absentee ballot counting from their voting machine vendor. It is expected that the cost will be reimbursed with grant money. Training for this will occur the last week of September.
3. Caucus: The Democrats of Groveland and Mt. Morris and the Republicans of Groveland, Mt. Morris, Conesus and Geneseo have each held a caucus. West Sparta has had a recent resignation of a councilman and will need to schedule caucuses. The last day to file the paperwork is September 16<sup>th</sup>.

4. The BOE is continuing to work on updating office policies and procedures, poll site consolidation, school district boundaries, grant reimbursements and an emergency plan.
5. Election Inspector classes have been completed. Eleven classes were held for existing Inspectors and one new Inspector class was held. Any Inspector who did not attend class was sent a letter asking them if they wish to continue. All Inspectors received Workplace Violence Prevention and Compliance Plan training for 2014-15 as required for County employees along with their annual inspector training.
6. Over 36,000 post cards were mailed to voters on record as of the end of June. This is required due to EL 4-117. Voters' addresses must be checked twice a year. Undeliverable cards are now being returned to the office for additional work. Over 500 people do not have a current address on file and have been placed in inactive status. Over 800 people have had their residence address or mailing address updated.
7. The Commissioners met with County Administrator Coyle to discuss the department's 2015 that is down overall due to an expectation of fewer elections next year.
8. The Commissioners met with the Associate Dean of Genesee Community College in Lima which is a poll site to discuss room possibilities for the upcoming elections.
9. NYSBOE held a conference to discuss questions about the new equipment and asset management software they have provided.
10. Commissioner Leven participated in two conference calls on August 27<sup>th</sup> and 28<sup>th</sup> with the NYSBOE.
11. The 2009 and 2010 cancellations continue to be captured and once done will complete the backlog for full documentation.
12. There are currently 477 absentee applications on file for the general election and 110 ballots have been requested for the Democratic Primary.
13. Year to date statistics: 920 new registrations, 93 name changes, 1,341 residence changes, 1,138 mailing addresses, 222 personal information changes, 377 duplicates, 49 incompletes, 251 pending party changes, 640 cancellations and various other changes have been processed.
14. Current active voter enrollment stands at 36,197. Democratic: 9,389, Republican: 16,227, Conservative: 816, Working Families: 138, Independence: 1,756, Green: 117, Others: 339 and Blank: 7,415. Inactive enrollment is at: 3,838. Total active/inactive voter enrollment is: 40,035.

## **ECONOMIC DEVELOPMENT – JULIE MARSHALL**

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

#### **ECONOMIC DEVELOPMENT**

The livingstoncountydevelopment.com web site is complete!

The Economic Development Office hosted site visits in the past month from two different site selection firms seeking sites for their manufacturing clients.

The office will host *Export 101*, a seminar for businesses considering exporting their product. The seminar will take place on October 1<sup>st</sup>. Speakers include representatives from the US Department of Commerce and the SBA.

A final closeout letter was received from the New York State Office of Homes and Community Renewal for the 2008 Small Cities award to assist Coast Professional. The award assisted the company in the selection of Geneseo and construction of the company's first New York State location. Coast has since expanded the Geneseo facility twice. They currently employ 150.

#### **INDUSTRIAL DEVELOPMENT AGENCY**

The IDA has been awarded \$412,000 from the US Economic Development Administration (EDA) to complete the extension of Tec Drive in the Avon Crossroads Commerce Park. This federal funding source prohibits "co-mingling" of funds with other federal funding sources. This prohibition led to the

declination of the \$99,000 funding award from the USDA. The IDA is awaiting a final award letter and contract from EDA

**The IDA has closed on the sale of a 2.6 acre parcel to Fox & West Inc. The company intends to construct an approximately 17,000 square foot building to house its traffic control device repair and roadside terrain maintenance business.**

School District PILOT bills have been mailed.

**Dan Foley, a SUNY Geneseo Summer Intern, has completed an inventory of commercial and industrial sites and buildings available for sale and/or lease throughout the county. He developed a pictorial inventory with detailed information on each site and building. The information is available on the new livingstoncountydevelopment.com web site.**

## **DEVELOPMENT CORPORATION**

*Presenting Dansville*, a presentation and tour of improvements generated by the New York Main Street Grant and Livingston County Sign & Façade Improvement Program will take place on Sunday, September 14 beginning at 1 PM. The event is a collaborative effort between the Village of Dansville, Dansville Chamber of Commerce and Livingston County Development.

**Destination Downtown is scheduled for October 21<sup>st</sup>. Jon Schallert, internationally recognized destination business expert is the keynote speaker. The conference is designed for business owners, local officials and citizens that want to make their downtown and/or business a destination. Registrations are now being accepted. To date there are 9 event sponsors and 21 registrants**

## **MEETINGS ATTENDED**

Livingston-Wyoming ARC Board of Directors  
Livingston-Wyoming ARC Finance Committee  
Chamber of Commerce Board of Directors  
Town of Avon Planning Board  
Town of Avon Zoning Board of Appeals  
Finger Lakes Regional Economic Development Council  
SUNY Geneseo – Start Up NY  
Geneseo Merchants Association  
Mt. Morris Partners for Progress  
Caledonia Comprehensive Planning Committee

Western New York Downtown Coordinating Committee

## **EMERGENCY MANAGEMENT SERVICES – KEVIN NIEDERMAIER**

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

1. The FEMA and State representatives are in the County working with the Towns and Villages for recovering costs associated with the May storm. This declaration is only for Public Assistance – damage to public infrastructure. Applicant briefing and Kick off meetings were held with each participant . The FEMA/State teams are now conducting site visits to write the project worksheets.
2. All Hazard Mitigation plan is on schedule, finishing up with the a few Towns an Villages regarding their input for their section of the mitigation plan.
3. Working with the Health Department on developing a training exercise, the training exercise will be conducted in the first quarter of next year. Office of Emergency management is responsible for the Logistical need of the drill.

4. Developing a training exercise in conjunction with Department of Homeland Security and Emergency Services (DHSES) for the Highway Superintendents and Town/Village clerks. The training is going to be developed around the disaster, with subject matter in Article 2B, roles and responsibilities of the Town/Village/Superintendent, EOC operations, Situational awareness, Emergency spending plan (s), This training will meet the requirements of the Tier 3 training required by the State for these disciplines.

**EMERGENCY MEDICAL SERVICES – KAREN DEWAR**

**Informational Item(s) Written Only**

1. July 30, 2014 Nunda Ambulance NYSDOH Inspection
2. July 30, 2014 Meeting with LifeNet Air Medical Service representative
3. July 31, 2014 Lima Ambulance NYSDOH Inspection
4. August 1, 2014 Meeting with Genesee Community College – Lima Campus Associate Dean
5. August 4, 2014 CPR Instructor Monitoring @ Geneseo FD
6. August 8, 2014 Second Sprinter ambulance arrived
7. August 7, 2014 Meeting with Senator Patrick Gallivan & Henrietta Ambulance officials to discuss Challenges in EMS
8. August 12, 2014 Meeting with Avon Ambulance Chief regarding Mutual Aid Plan
9. August 12, 2014 Medical Director Meeting
10. August 13, 2014 Meeting with Genesee Valley EMS Chief regarding Mutual Aid Plan
11. August 20, 2014 LCECUP Meeting
12. August 21, 2014 LCDOH Preparedness Drill Planning Meeting
13. August 26, 2014 Medical Director Meeting
14. August 26, 2014 EMT Class begins at Hampton Corners

**PUBLIC DEFENDER – MARCEA TETAMORE**

**Informational Item(s) Written Only**

1. Applications received YTD as of 8/25/14: 1,167
2. Files opened YTD as of 8/25/14: 668
3. Cases assigned to GVLA YTD as of 8/25/14: 216
4. Applications pending as of 8/25/14: 74
5. Applications received 7/28/14 to 8/25/14: 172
6. Files opened 7/28/14 to 8/25/14: 69
7. Cases assigned to GVLA 7/28/14 to 8/25/14: 16
8. Section 722-d money received YTD as of 8/25/14: \$1,561.25
9. Money received from collection agency YTD as of 8/25/14: \$435.50

Respectfully submitted,

Michele R. Rees  
Clerk of the Board