

**PUBLIC SERVICES COMMITTEE MEETING MINUTES
WEDNESDAY, SEPTEMBER 4, 2013
1:30 P.M.**

PRESENT: G. Deming, D. Mahus, C. DiPasquale, D. Martello, D. Babbitt Henry, J. Merrick, W. Wadsworth, P. Yendell, I. Coyle,

GUESTS: Dansville Police Chief Charlie Perkins, L. Shea- Genesee Sun

COUNTY ATTORNEY – DAVID MORRIS/DON HIGGENS

Pre-approved Informational Item(s) To Be Reported

1. DISCUSSION OF THE REQUEST FROM NYS DOT FOR AN EASEMENT OVER THE HAMPTON CORNERS COMPLEX – Mr. Morris explained that the New York State Department of Transportation along the southern portion of our property and the eastern portion of Route 63 for a sanitary sewer easement to service the rest areas on I390. The plans were drawn up without much input from the County. D. Morris reviewed the map distributed showing the potential easement. He has some reservations about a 50 foot easement when there has been discussion in the past regarding the County acquiring more land to the south. This easement would then be stuck in the middle of County property. Along the roadway there have been discussions about another Hampton Corners access road. An easement along the front of the property will interfere with putting that roadway in. The Committee felt that the State has other alternatives and the Committee does not approve the easement as presented.

SHERIFF’S DEPARTMENT – SHERIFF JACK YORK

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 DEPARTMENT OF SHERIFF’S OFFICE: DANSVILLE CENTRAL SCHOOL DISTRICT

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 Sheriff’s Office, 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>
Dansville Central School District	7/1/13 – 6/30/14	\$71,125.00

284 Main Street

Dansville, NY 14437

For: school resource officer

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
A3111	1/3	Yes X No X Not budgeted for duration of 2013, has been requested in 2014 budget.

Sheriff York reported on discussions that have taken place with the Dansville Central School District (CSD) Superintendent regarding reinstating a school resource officer (SRO) at the school. If approved, a state grant is available to cover the first three years of the contract. The school superintendent has indicated that he does not wish to contract with the Dansville Police Department. Dansville Police Chief Charlie Perkins reviewed conversations he has had with the Dansville School Superintendent and the coverage provided by his department in the past. Sheriff York explained that he has encouraged the school to go through the Dansville Police Department. There was discussion of the other SRO situations within the County. Keshequa Central School District has specifically requested a Sheriff’s Deputy as their SRO. Chief Perkins explained that the Dansville Police Department is prepared to provide this service. Mr. Martello explained that the school needs to be contacted and asked to give an explanation of why they do not wish to use the Dansville Police Department. Mr. DiPasquale stated that he stands behind home rule and wants to keep school resource officer services with the

local police departments with the County Deputies acting as back up. Mr. Deming asked for a motion to approve the putting a deputy in the school. No motion was put forth. There was further discussion regarding the letter from Dansville Central School Superintendent specifically requesting a deputy. Mr. Martello would be willing to make motion once superintendent of schools explains to police chief why they are choosing to use a deputy instead of the local officer. Mr. Coyle expressed concern that there is a deputy in school without a contractual relationship with the school. There was discussion on how to resolve this matter. Sheriff York will contact the school superintendent to address the Village Board. There was further discussion regarding deputy coverage. Chief Perkins stated that he does have a full time officer available for the SRO position. Dansville Police Department has not approached the Dansville Village Board.

Motion: Mr. Martello moved and Mr. Merrick seconded to approve foregoing resolution pending the outcome of the Sheriff's conversation with the Dansville Central School District Superintendent explaining why the school does not wish to have Dansville Police Department provide a school resource officer. Mr. Mahus and Mr. DiPasquale opposed the motion. Carried.

Informational Item(s) Written Only

1. The new patrol boat for Conesus Lake has been received, at no cost, from New York State Parks, Recreation and Historic Preservation. It is currently being equipped and striped for service. Sheriff York explained that the State has a program to loan the boat to Livingston County for their use for as long as it is needed. There is no cost to Livingston County. The agreement is that the boat belongs to the state for Livingston County use.

PLANNING – ANGELA ELLIS

Action Item(s) To Be Reported

AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACTS FOR THE LIVINGSTON COUNTY PLANNING DEPARTMENT - NYS DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contracts for the Livingston County Planning Department, according to the terms designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
New York State Division of Homeland Security and Emergency Services	5/01/2013-4/30/2014	\$305,767.00

1220 Washington Avenue
Albany, New York 12242

For: FY12 Public Safety Answering Points Grant for radio console replacement

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>	
NYS FY12 Public Safety Answering Points Grant	\$0	Yes	No X

Director's Comments: This award is for the NYS Division of Homeland Security and Emergency Services, FY2012 Public Safety Answering Points Grant program. The funding will be used to replace 8-10 consoles (4 - Primary 911 Center, 4 - Back-up 911 Center at EOC, and if funding allows, 1 in the 911 Coordinator's office and 1 additional at the EOC). The funding will also be used to hire a consultant to prepare the bid specifications and oversee the purchase and installation of the equipment.

Mrs. Ellis explained that this resolution is for replacement of consoles at the 911 Center and, if funding permits, also one in the 911 coordinators office and one additional at the EOC in addition to replacing the backup equipment at the EOC as well. This was a joint grant between the Sheriff's Department and the Planning Department. The current equipment is old and antiquated and we can no longer get replacement parts. We do have a contract in the process. She anticipates receiving the funds very soon

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

Mrs. Ellis explained that this leads in to the grant application she is working on for \$6MM to fully implement the comprehensive emergency communications plan.

2. RESOLUTION ADOPTING SEQR NEGATIVE DECLARATION FOR EIGHT-YEAR REVIEW AND RENEWAL OF AGRICULTURAL DISTRICT #2.

WHEREAS, the Department of Agriculture & Markets, as lead agency for the New York State Agricultural Districts program, has conducted a programmatic review of the environmental effects of agricultural districting and has concluded that there is little likelihood of significant adverse impacts resulting from the formation or modification of such districts; and

WHEREAS, no unique circumstances exist in Livingston County which would increase the likelihood of adverse environmental impacts from the renewal and modification of Agricultural District #2; and

WHEREAS, the NYS Department of Agriculture & Markets and the Livingston County Board of Supervisors are the only agencies required to undertake actions in this case; now therefore be it

RESOLVED, that the Livingston County Board of Supervisors does hereby find the renewal and modification of Agricultural District #2 to be an Unlisted Action pursuant to the State Environmental Quality Review Act; and be it further

RESOLVED, that it is hereby determined that the renewal and modification of Agricultural District #2 will not have a significant effect on the environment and that a Draft Environmental Impact Statement will not be prepared.

A. Ellis reviewed the information distributed to the Committee and explained that this is a lengthy process. These resolutions will not be coming to the Board until the 9/25 board meeting at the time of the public hearing.

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

3. RESOLUTION APPROVING EIGHT-YEAR REVIEW AND RENEWAL OF AGRICULTURAL DISTRICT #2

WHEREAS, the eight-year anniversary of Agricultural District #2 is November 6, 2013; and

WHEREAS, the Livingston County Agricultural & Farmland Protection Board reviewed and recommended approving the renewal and modification of Agricultural District #2 at its meeting on August 15, 2013; and

WHEREAS, the Livingston County Board of Supervisors held a public hearing on Agricultural District #2 on September 25, 2013; and

WHEREAS, the Livingston County Board of Supervisors has determined pursuant to the State Environmental Quality Review Act, that the proposed modification and renewal of Agricultural District #2 will not have a significant impact on the environment; now therefore be it

RESOLVED, that the Board of Supervisors hereby makes the findings contained in the Renewal and Modification Plan for Agricultural District #2; and be it further

RESOLVED, that the proposed modification and renewal of Livingston County Agricultural District #2 is hereby approved and a copy of the proposed plan will be forwarded to the Commissioner of Agriculture and Markets.

Director's Comments: These resolutions finalize SEQR and approve the proposed modification of Agricultural District #2 to be forwarded to NYS Agriculture and Markets for review and approval. The public hearing is scheduled for September 25, 2013. The County Agricultural and Farmland Protection Board has reviewed the proposed modification and recommends approval to the Board of Supervisors.

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

Informational Item(s) Written Only

COUNTY PROJECTS:

LIVINGSTON COUNTY EMERGENCY COMMUNICATIONS PLAN:

NYS Public Safety Answering Point (PSAP) Sustainment Grant. The County was awarded \$305,767 to support the application submitted for funding from the Public Safety Answering Point (PSAP) Sustainment Grant. This funding will be used to replace 8-10 radio consoles in the 911 Center and EOC to help implement the Plan. We are still waiting for the contract from the State. We are currently working on developing the RFP for consultant services. NYS Statewide Interoperable Communications Grant (SICG). Planning, Sheriff's Office, ITS, Emergency Management, and Emergency Medical Services are collaborating on the development of a \$6M application to the SICG for radio communications system upgrade. The application is due on September 30, 2013.

COUNTY TRANSPORTATION CONNECTIVITY PLAN: The consultant team continued work on the project. Documents completed to date are on the County's website. The consultant team continued work on alternatives and recommendations, including a LATS bus route analysis. We anticipate receiving the next report in October.

DANVILLE TRANSPORTATION AND INDUSTRIAL AND COMMERCIAL ACCESS

STUDY: The Consultant Selection Committee met on July 31, 2013, to review a draft RFP for consultant services and planning schedule. The Planning Department released the RFP for consultant services on August 12, 2013. Deadline for submissions is September 3, 2013. The Consultant Selection Committee will conduct interviews in September in anticipation of making a recommendation to Public Services Committee in October/November.

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. Planning staff continued to work with walk-ins and receive calls from interested farmers and landowners. The resolutions completing SEQR and approving Agricultural District #2 following the public hearing are on this month's agenda.

303b Petition Process. Section 303-b of the New York State Agriculture and Markets Law provides for the inclusion of viable agricultural land within a certified agricultural district prior to the county established review period. Livingston County established the month of September as the 30-day period in which landowners may petition for the inclusion of parcels within existing agricultural districts. The Planning Department issued the public notice in August.

Local Agriculture Decision-Makers Tour. As you know, the Genesee Valley Conservancy has set the date for the tour to take place on September 13, 2013. This year's theme is Community Benefits of Agriculture. There will be four stops: Swyers Dairy Farm, Sparta; Sugar Creek Farm, Ossian; Thompson Farm, Portage; Roll-N-View Farm, Nunda. 57 people have signed up so far.

UPCOMING TRAINING OPPORTUNITIES:

LET'S Plan. Reminder: The next training opportunity will be on *Energy Efficiency In Older Buildings*, September 25, 2013 6:00 pm - 8:00 pm, Avon Town Hall, Opera Block Building, 23 Genesee Street in Avon. The speaker will be Eric Kuchar, NYS Office of Parks, Recreation and Historic Preservation. The focus will be on historic buildings and offering solutions, best practices, and ideas to get the "best bang for your buck". Light building science and tax credit program information will be included. The event is co-sponsored by the County Planning Board and

Environmental Management Council. Participants may earn up to 2 municipal planning and zoning training credit hours. 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 design of the alternatives for remediation. The consultant team continued meeting with the landowners to review design alternatives. Supervisor Wadsworth, Planning Department staff and Shaun McAdams from Barton & Loguidice met with the residents of Creekside Lane to discuss the proposed improvements of the common area in the vicinity of Long Point Park.

The Town of Livonia received notification that the Phase I contract has been extended to August 2014.

Conesus Lake Watershed Council. The Council approved the proposed budget for 2014. The next meeting of the Council will be on November 8, 2013. The Council will be hearing presentation on the Conesus Lake Boat Launch Invasive Species Prevention Study and proposed 2014 work program.

TRANSPORTATION:

Genesee Transportation Council: The Planning Director attended the Board meeting on June 20, 2013. The next meeting is scheduled for September 12, 2013.

Genesee Transportation Council Planning Committee: The Planning Director attended the Planning Committee meeting on August 8, 2013.

GENESEE-FINGER LAKES REGIONAL PLANNING COUNCIL

Executive Committee. Members of the Executive Committee will be meeting with Chairman Merrick and County Administrator Ian Coyle on August 27, 2013, to discuss future efforts and succession planning for the G/FLRPC.

Planning Coordination Committee. The next meeting is scheduled for October 4, 2013.

GENESEE FINGER LAKES REGIONAL SUSTAINABILITY PLAN PROJECT. The Planning Director has been asked to serve on the FLREDC Sustainability Workgroup.

E911 ADDRESSING:

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

WEATHERIZATION ASSISTANCE PROGRAM (WAP).

Transfer of the materials inventory to Wyoming County Community Action has been finalized. All remaining equipment and materials are surplus property of Livingston County.

ENVIRONMENTAL MANAGEMENT COUNCIL

The EMC held its annual tour of Letchworth State Park on July 24, 2013. The next meeting is on September 25, 2013, at the Avon Opera Block Building, 6-8pm. A representative from NYS Office of Parks, Recreation and Historic Preservation will be presenting "Energy Efficiency in Older Buildings". The flyer is attached. Planning and zoning officials may earn up to 2 hours of training credits.

MAJOR TECHNICAL ASSISTANCE PROVIDED BY PLANNING STAFF

Technical Assistance - Other Depts

Emergency Operations Center - map preparation

Update Sheriff's New World map with road updates

Created location map of the Riviera Theater in Geneseo for Economic Development grant application

Exit 4 maps update for Economic Development

Assist County Administration with development of the Capital Improvement Program
Technical Assistance - Public
Agricultural District #2 Renewal - public support, answers and docs provided
Provided Route map to LATS
Technical Assistance - Municipalities
Assist with Nunda zoning map update
Assist with Ossian zoning/subdivision issue on Route 436, consultation with Code Enforcement Officer
Leicester sign issue - discussions with Supervisor Semmel and meeting with Town ZBA on August 22, 2013
Assist with Geneseo sidewalk grant application info gathering
Supplied parcels to the Village of Avon for their mapping application
Assisted Thoma Development with Springwater Cleaner Greener application info gathering
Provided Lima, Geneseo and Springwater with letters of support for their grant applications

ECONOMIC DEVELOPMENT – JULIE MARSHALL

Pre-approved Informational Item(s) To Be Reported

1. UPDATE ON BUSINESS RETENTION AND EXPANSION PROGRAM.

J. Marshall explained that they have been focusing on meeting with companies to find out what their plans are. They have three new programs undertaken this year. She expects this to double next year. The IDA has had some discussions on the future of the industrial parks. There has been quite a bit of interest in the industrial parks recently. Mr. Deming stated that he has been hearing good things about the Economic Development department for outside companies. Mrs. Marshall reported that the staffing reorganization has been working out very well. They are making significant progress. There was discussion regarding the environmental protection funding for the Avon playground.

Informational Item(s) Written Only

1. BUSINESS RETENTION & EXPANSION PROGRAM – Activities for the month of August include the following:

- Conducted visits to 10 companies
- Conducted a total of 14 visits (multiple visits needed for projects)
- Identified additional 2 new projects. This brings this year's total to 32 projects we are working on: 24 are expansion projects, 3 are retention projects and 5 are attraction projects (outside companies considering relocating or expanding into Livingston County)
- Representatives from NYSERDA, Empire State Development and Hi Tech Rochester participated in site visits as needed to meet clients' needs.

2. INDUSTRIAL DEVELOPMENT AGENCY – the IDA closed on a transaction with Coast Professional Inc. which will enable the company to undertake a 2nd expansion at their Geneseo office. This will lead to the creation of 43 additional jobs bringing employment to a total of 150.

School PILOT billings are being prepared for the 2013-2014 school year.

3. FINGER LAKES REGIONAL ECONOMIC DEVELOPMENT COUNCIL - Consolidated Funding Applications had an application deadline of August 12th. Livingston County applications included New York Main Street funding requests by the Villages of Livonia and Mt. Morris, Environmental Protection Fund funding for Village of Avon playground improvements, Geneseo Riviera Theater Project. Additionally, 3 companies made applications for various projects they wish to undertake. A total of 230 applications were received from throughout the 9-county region. Applications are now under review by state agencies and will be ranked by the Finger Lakes Regional Council. Award announcements are expected to be made in December.

4. FOREIGN TRADE ZONE – Ontario County Economic Development Corporation is in the process of applying for status as a Foreign Trade Zone Grantee. Livingston County is included in the service area of this

request which has passed the New York Senate and Assembly, and been signed by Gov. Cuomo. Subsequently, the application has been submitted to the Foreign Trade Zone Board for their approval which is anticipated in 2014. An information session on the benefits of the FTZ was held on August 6, 2013. Livingston County companies that could benefit from the Foreign Trade Zone were notified of the event.

5. **WEB SITE UPDATES** –office staff is working with LCDC web site designer and graphic designer to update the livingtoncountydevelopment.com site. The site needs to better reflect the messages in printed marketing and advertising pieces.
6. **BUY LOCAL PROGRAM** – staff is working with the County Chamber of Commerce to plan the 2013 holiday campaign. The campaign will include a re-introduction of the *In LivINgston* brand, a branded VISA credit card, and co-op advertising campaign.
7. **MEETINGS** – Staff attended or participated in numerous meetings and events outside of the office. These include the following:
 Numerous meetings with County businesses to discuss their retention and expansion plans
 Finger Lakes Regional Council Community Development Workgroup
 Finger Lakes Regional Council meeting
 Greater Rochester Enterprise Regional Partners Meeting
 Dansville Chamber of Commerce Promotions Committee
 Foreign Trade Zone Advisory Board
Go Global Planning Committee
 Visits to Swyers Farm and Sugarcreek Farms with member of Ag & Farmland Protection Board
 Livingston County Chamber of Commerce Board of Directors
 Livingston Wyoming ARC Finance Committee and Board of Directors meeting
 Village of Caledonia Design Guidelines Committee
 Geneseo Tourism Committee
 Citizens Institute on Rural Design planning meeting
 Small Business Summit planning with Chamber of Commerce
 Interview with Livingston County News for article on Downtown Revitalization
 Interview with Rochester Business Journal for article on Downtown Partnership Program

EMERGENCY MANAGEMENT SERVICES – IAN COYLE

Action Item(s) To Be Reported

1. AWARDING BID FOR EMERGENCY MANAGEMENT SERVICES FOR A BREATHING AIR CASCADE SYSTEM – TRIAD SYNERGY GROUP, INC. DBA BREATHING AIR RESOURCES

WHEREAS, after the proper legal advertisement seeking bids for a breathing air cascade system, one bid was received and opened on August 26, 2013, now, therefore, be it

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

Contract

Triad Synergy Group, Inc.
 dba Breathing Air Resources
 3297 Ridge Road
 Ransomville, NY 14131

Amount
 Items #1 - \$48,685.00
 Item #2 - \$7,759.00

For: Breathing Air Compressor and Fill Station. The cost is not to exceed the amounts indicated.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Homeland Security SHSP Grant	\$0	Yes X No

Director’s Comments: The existing cascade system is 18 years old, DHS SHSP grant funding allows for the purchasing of a new cascade system. The current system is not capable of filling the 4500 psi air bottles, which

several fire departments and the Haz Mat Response team utilize. The bid listed 2 items; Item number 1 is the air cascade system for the training center - \$48,685.00 Item number 2 is the upgrade to a mobile cascade system on Haz Mat 1 – \$7,759.00 for a total bid of \$56,444.00.

I. Coyle explained that he is reporting for Kevin Niedermaier, who had a training conflict and was not able to attend today.

MOTION: Mr. DiPasquale moved and Mr. Wadsworth seconded the foregoing resolution. Carried.

OTHER - IAN COYLE

Action Item(s) To Be Reported

1. DESIGNATING THE LIVINGSTON COUNTY AREA CHAMBER OF COMMERCE AS THE 2014 OFFICIAL TOURISM PROMOTION AGENCY

WHEREAS, the New York State Grants Program is designed to encourage tourism promotion throughout the regions of New York State, and

WHEREAS, the Livingston County Chamber of Commerce qualifies as an official Tourism Promotion Agency, now, therefore, be it

RESOLVED, that the Livingston County Area Chamber of Commerce, be and hereby is designated by the Livingston County Board of Supervisors as their official Tourism Promotion Agency under this program and is authorized to make application for and receive grants on behalf of the County pursuant to the New York State Tourist Promotion Act, and be it further

RESOLVED, that a certified copy of this resolution be filed by the Clerk of this Board with the Livingston County Area Chamber of Commerce.

Mr. Coyle explained that this is the annual resolution allowing the Chamber to draw down available dollars from the state.

MOTION: Mr. Martello moved and Mr. Mahus seconded the foregoing resolution. Carried.

ADJOURNMENT

Mr. Martello moved and Mr. Wadsworth seconded to adjourn the committee meeting at 2:18 p.m.

BOARD OF ELECTIONS – NANCY LEVEN AND LAURA SCHOONOVER

Informational Item(s) Written Only

1. Six days of petition filing occurred the time period of August 13-20 as required by Election Law for the filing of Independent Petitions. Nine petitions unique party names were filed covering the offices of Mt. Morris Town Clerk (two), Nunda Highway Superintendent, Groveland Town Council, Leicester Town Justice, Leicester Town Council, LC Sheriff, Mt. Morris Town Council and Geneseo Town Council. One general objection has been filed.
2. Twelve Election Inspector classes were taught with 260 inspectors completing the course. A variety of dates and times were offered for a six week period with 2 classes a week being taught.
3. Election Inspectors have been scheduled for the September 10th Primary for the Republican Party and Conservative Party. Many sites have been consolidated using only 116 inspectors instead of the usual 244. Machine are being tested, ballots printed and supplies readied for the election. Inspectors will need to determine which voter gets which ballot at the polls.
4. The voting machines are almost five years old with the original warranty expiring on the first 5 machines purchased on September 9th. The machines were purchased in 2 two groups with the warranty on the remaining machines not expiring until next year. The State hopes that a new contract will be in place by then. RFP's are currently being reviewed at the State Board.
5. Caucuses are winding down with only a few committees left to have a caucus. A few committees will not be having a caucus at all.
6. The Commissioners participated in a statewide conference call with the State Board on August 22nd.

7. Air conditioning has been installed in the Millennium Drive facility. This is needed to reduce the humidity and to maintain the voting machines at a constant temperature. It is working well and the machine techs are very appreciative.
8. Maintenance has acquired quotes for a roll down door in the Elections office to secure the EMS computer system as required by Election Law. A purchase order has been requested and the project is moving forward.
9. Mail check cards were mailed to 36,571 voters. A few hundred cards have been returned so far as undeliverable that are in process, a final number has not been determined.
10. Full document imaging continues.
11. Active voter registration enrollment stands at 37,063 voters, down 19 voters since last month due to the processing of returned mail check cards. Since the first of the year, 996 new registrations, 132 name changes, 1,120 residence changes, 890 mailing addresses, 274 personal information changes, 156 duplicates, 8 incompletes, 343 pending party changes, 815 cancellations, 1,113 inactive changes and various other changes have been processed.

CENTRAL SERVICES – DAVID ALLEN

Informational Item(s) Written Only

1. Geneseo – Old Jail Roof Replacement Project – CPL Engineers completed their Jail roof evaluation. This evaluation included a roof inspection, sampling of roof materials and a walk-thru of the attic along with a review of the ventilation system.
2. Geneseo – Government Center Parking Lot Resurfacing Project – County Highway Department has completed Phase I of the Government Center complex parking lot resurfacing project. Phase II will begin on Friday, September 6. This phase will include the repair/resurfacing of the West parking lot adjacent to the Government Center employee entrance; the lower West parking lot where the official County vehicles and Administration are parked; the old Jail West drive and parking lot; and the Court Street entrance drive. The Court Street entrance drive will be resurfaced one lane at a time to allow access to the new Jail.
3. Geneseo – Public Defender’s Office Expansion Project – Central Services staff has finished the stud framing and has started the wall installation. Changes to the electrical and HVAC systems will be completed after the walls, followed by ceiling and floor finish work.
4. Millennium Drive “B” Wing Renovation Project – Central Services staff are completing the electrical service and plumbing main line tie-ins.
5. Hampton Corners Fire Training Tower Restoration Project – Central Services staff continues to work on this project that provides for replacement of the interior fire resistant tiles, the roof and portions of the electrical system.
6. Mt. Morris – Central Services staff continues working on Building #1 and #6 concrete/grouting replacement, tree trimming and life safety improvements to Building #2.

PUBLIC DEFENDER – MARCEA CLARK TETAMORE

Informational Item(s) Written Only

1. Applications received YTD to 8/26/13 p.m.: 995
2. Files opened YTD to 8/26/13 p.m.: 638
3. Cases assigned to GVLA YTD as of 8/26/13 p.m.: 143
4. Applications received 7/30/13 to 8/26/13 p.m.: 120
5. Files opened 7/30/13 to 8/26/13 p.m.: 60

- 6. Cases assigned to GVLA 7/30/13 to 8/26/13 p.m.: 3
- 7. Section 722-d money received YTD as of 8/26/13: \$420.50
- 8. Money obtained by collection agency YTD as of 8/26/13: \$43.55

PROBATION – LYNNE MIGNEMI

Informational Item(s) Written Only

1. PROBATION DEPARTMENT WORKLOAD

642 adult offenders supervised in county (25 treatment court cases being supervised in drug court)
 45 offenders in other NYS counties

10 offenders in other states

24 juveniles supervised

16 new juvenile referrals

42 investigations ordered

24 active EHM cases (3 juveniles; 21 adults; 6 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

\$ 2,676.01 – restitution

5,002.25 – fines

1,320.00 – fees

106.40 – surcharge

3. MEETINGS ATTENDED

7/9/13 Meeting with County Administrator

7/15/13 Staff Meeting

7/19/13 Retirement exit interview-Deb Johnston

7/25/13 Financial Meeting-David Morris, Ian Coyle, Jim Culbertson, Mary Strickland

7/25/13 Child Abduction Response Team

7/31/13 Retirement exit meeting-Karen Weidman

4. ADMINISTRATIVE REVIEWS

Zero (0) administrative reviews

5. TRAINING

Name	Date	Training	Hours	Misc.
Michelle Cassata	7/16/13	Defensive Driving	6.0	
Kerrin Chapman	7/16/13	Defensive Driving	6.0	
Doug Czyryca	7/10/13	WPV Training	0.75	

Katie Dunn	7/2/13	New Supervision Rule- Juvenile Contact	1.0	
	7/10/13	Substitution	2.0	
	7/15/13	Digital Forensics Social Media Evidence	1.0	
	7/22/13	Children of Incarcerated Parents	1.0	
		Children of Incarcerated Parents Part 2		
Name	Date	Training	Hours	Misc.
Liz Laney	7/2/13	New Supervision Rule- Juvenile Contact	1.0	
	7/23/13	Substitution Bradford Behavioral In-Service (CASA)	0.5	
Debra Mack	7/16/13	Defensive Driving	6.0	
	7/23/13	Bradford Behavioral In-Service (CASA)	0.5	
Matthew McKinney	None			
Lynne Mignemi	None			
Courtney Sobrado	None			
Jason Varno	None			
Karen Weidman	None			

Respectfully submitted,

Michele Rees
Clerk of the Board