

## FINANCE COMMITTEE MEETING MINUTES

Committee meetings are now open to the general public.  
We ask that you continue to practice safe social distancing requirements.

*Thank you!*

Date: Wednesday, January 04, 2023 @ 9:00 AM

Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center.*

Present: **Kehl, Grant**, Davis, Leuer (9:20 AM), May (9:05 AM), Brick, King, Becker

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle; D. Farberman/HR Director; B. Ryan/Board Chair (9:05 AM); J. Wilkinson/County Attorney (9:07 AM);

Department Agenda Item	Discussion	Decision	Action
<b>Committee Chair's Agenda</b>			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>10:00 AM - Wyo. Co. Community Hospital w/D. Kobis &amp; M. Wright</b>			
<i>At 9:05 AM Supervisor May, T/Orangeville and Board Chair Ryan, T/Warsaw entered the meeting during the below Agenda Item.</i>			
<i>At 9:07 AM County Attorney Wilkinson entered the meeting during the below Agenda Item.</i>			
<i>At 9:20 AM Supervisor Leuer, T/Middlebury entered the meeting during the below Agenda Item.</i>			
1. <u><a href="#">General Update</a></u> <ul style="list-style-type: none"> <li>• <u><a href="#">WCCH Website Staging Address</a></u></li> <li>• <u><a href="#">Advertisements</a></u></li> <li>• <u><a href="#">January 2023 Graphs</a></u></li> <li>• <u><a href="#">Radio Ad #1</a></u></li> <li>• <u><a href="#">Radio Ad #2</a></u></li> </ul>	<p><i>Monthly report pending</i></p>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <b>Professional Service Contract, all Physician Contracts and/or \$50,001 or greater:</b> Authorize the Hospital Administrator to sign a staffing services fee agreement with <b>WE CARE STAFFING SOLUTIONS, INC.</b> , 3475 North Road, Geneseo, NY 14454, to provide nursing department staffing, not to exceed \$400,000.00 cumulative, effective 12/21/2022 – 12/20/2024.		Motion: May Ayes: 8 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
3. <b>Professional Service Contract, all Physician Contracts and/or \$50,001 or greater:</b> Authorize the Hospital Administrator to sign a customer service agreement with <b>UNIFIRST CORPORATION</b> , 2085 Brighton-Henrietta TL Road, Rochester, NY 14623, to provide scrubs, \$20,000.00 per year, effective 01/01/2023 – 12/31/2025.		Motion: May Ayes: 8 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>

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Department Agenda Item	Discussion	Decision	Action
<p><b>4. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater:</b>                      Authorize the Hospital Administrator to sign an agreement with <b>WESTERN NEW YORK PHYSICIANS, PLLC</b>, 2261 Route 19 North, Warsaw, NY 14569, to provide attending/medical director services to the Skilled Nursing Facility, \$97,000.00 per year, effective 03/01/2023 – 02/29/2024.</p>	<p><i>Dr. Collins</i></p>	<p>Motion: May                      Ayes: 8                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>
<p><b>5. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater:</b>                      Authorize the Hospital Administrator to sign a service agreements with <b>COVERALL</b>, 165 Lawrence Bell Drive, Suite 122, Williamsville, NY 14221, to provide janitorial services for Arcade clinics, effective 08/15/2022 – 08/15/2024:</p> <ul style="list-style-type: none"> <li>• 263 Liberty Street, not to exceed \$18,000.00 cumulative (includes 2% increase in 2023)</li> <li>• 401 West Main Street, not to exceed \$33,684.00 cumulative (includes 2% increase in 2023)</li> </ul>		<p>Motion: May                      Ayes: 8                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>
<p><b>6. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater:</b>                      Authorize the Hospital Administrator to sign a consulting services agreement with <b>GERALD R. NANNEN</b>, 4375 Richwood Drive, Hamburg, NY 14075, to provide clinic practice administration, \$20,000.00 per month, plus a contingency bonus up to \$30,000.00 based on performance and financial improvement in all clinics, effective 02/01/2023 – 05/31/2023.</p>	<p><i>The goal is to drop loss rate in half.</i></p>	<p>Motion: May                      Ayes: 8                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>

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Department Agenda Item	Discussion	Decision	Action
<p><b>7. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater:</b> Authorize the Hospital Administrator to sign an administrative and hospitalist services agreement with <b>APOGEE MEDICAL MANAGEMENT, INC.</b>, 15059 North Scottsdale Road, Suite 600, Scottsdale, AZ 85254, to provide hospitalist services, not to exceed \$1.35M per year, effective 03/01/2023 – 02/28/2025.</p>	<p>This is an update to the contracting party name/address pending item approved at the 12/06/2022 BOS Finance Committee meeting regarding the hospitalist services agreement.</p>	<p>Motion: May Ayes: 8 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>
<p>8. Amend Resolution #17-362 approved on 09/12/2017 as amended by 19-085; 19-427; 20-244; 22-041 with <b>ARAMARK HEALTHCARE SUPPORT SERVICES, LLC</b>, 2400 Mark Street, Philadelphia PA 19107 related to management services agreement as follows:</p> <ul style="list-style-type: none"> <li>• Add a new services to provide facility operations management services, not to exceed \$150,000 per year, effective 02/01/2023 – 12/31/2025.</li> </ul>	<p>Resolution #22-041 approved on 01/11/2022</p>	<p>Motion: May Ayes: 8 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>
<p>9. Amend Resolution #22-705 approved on 12/13/2022 with <b>JOSEPH F. GOMEZ, MD</b> related to an employment agreement to provide cardiology services at the hospital as follows:</p> <ul style="list-style-type: none"> <li>• Change the six-month earning period during the year for wRVU incentive from January 1 to June 30 and July 1 to December 31 to <b>February 1 to July 31 and August 1 to January 31.</b></li> </ul>	<p>Resolution #22-705 approved on 12/13/2022</p> <p><b>Housekeeping – to make permission consistent with executed contract.</b></p>	<p>Motion: May Ayes: 8 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>

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Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle; D. Farberman/HR Director; B. Ryan/Board Chair (9:05 AM); J. Wilkinson/County Attorney (9:07 AM);

Department Agenda Item	Discussion	Decision	Action
<p>10. Amend Resolution #18 576 approved on 12/11/2018 with <b>OPTUM 360 SOLUTION, LLC</b>, 15 Campus Boulevard, Newton Square, PA 19073 related to the standard CNYHA member services agreement, as follows:</p> <ul style="list-style-type: none"> <li>• Add a new service and change the term from 05/16/2022 – 05/15/2023 to <b>01/01/2023 – 12/31/2025</b>.</li> <li>• Increase the amount from an amount not to exceed \$40,048.00 per year to <b>\$78,720.00 per year</b>.</li> </ul>	<p>Resolution #22-483 approved on 09/13/2022, Resolution #22-040 approved on 01/11/2022, Resolution #21-087 approved on 02/09/2021, and Resolution #18 576 approved on 12/11/2018</p>	<p>Motion: May Ayes: 8 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: center;"><b>*RESOLUTION</b></p>
<p><i>Board Clerk Ketchum was instructed to separate Position Creations/Abolish and Salary schedule amendments into separate resolutions going forward.</i></p>			
<p>11. Amend <b>Salary Schedule C</b> as follows: <b>Salary Amendments:</b></p> <ul style="list-style-type: none"> <li>• For employees in the job titles covered by Salary Schedule C, effective 01/01/2023, reflecting a 2.5 percent (2.5%) cost of living adjustment (COLA) consistent with County Salary Schedules S and D and the CSEA bargaining agreement, with the exception of the following: positions that received a promotion or salary adjustment on or after 07/01/2022, the Hospital Administrator position that is governed by a separate contract, and per diem positions.</li> <li>• <b>Director of Healthcare Information Systems</b> position (1.00 FTE) (Position Code # 01.613.307) under <b>INFORMATION SYSTEMS</b> at \$109,809.00 per year, effective 01/22/2023.</li> <li>• Include a retention/performance <b>Stipend for the Director of Healthcare Information Systems</b> position (Position Code #01.613.307) under <b>INFORMATION SYSTEMS</b> in the amount of \$6,000.00, upon completion of satisfactory performance and continued employment, effective 03/01/2023.</li> <li>• Include a retention/performance <b>Stipend for the Director</b></li> </ul>		<p>Motion: Leuer Ayes: 7 Noes: 1 Brick Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p>

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Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle; D. Farberman/HR Director; B. Ryan/Board Chair (9:05 AM); J. Wilkinson/County Attorney (9:07 AM);

Department Agenda Item	Discussion	Decision	Action
<p><i>of Healthcare Information Systems</i> position (Position Code #01.613.307) under <u>INFORMATION SYSTEMS</u> in the amount of \$6,000.00, upon completion of satisfactory performance and continued employment, effective 09/01/2023.</p>			<p><b>Non-Consent RESOLUTION</b></p>
<p><b>Amend <u>Salary Schedule C</u> as follows:</b> <b><u>Position Creations:</u></b></p> <ul style="list-style-type: none"> <li>• One (1) <b>Network Administrator II</b> (1.00 FTE) position (Position Code #TBD) under <u>INFORMATION SYSTEMS</u> and establish a salary range of \$60,000.00 - \$70,000.00 per year, position available date 12/25/2022.</li> <li>• One (1) <b>Infection Preventionist/Assistant Director of Nursing</b> (1.00 FTE) position (Position Code #TBD) under <u>NURSING FACILITY ADMINISTRATION</u> and set the salary at \$90,000.00 per year, position available date 01/22/2023.</li> <li>• One (1) 1.00 FTE <b>Director of Education/Assistant Director of Nursing</b> position (Position Code #TBD) and set the salary at \$90,000.00 per year, position available date 01/22/2023.</li> </ul>		<p>Motion: Leuer Ayes: 7 Noes: 1 Brick Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p><b>Non-Consent RESOLUTION</b></p>
<p><b>Amend <u>Salary Schedule C</u> as follows:</b> <b><u>Abolish Positions:</u></b></p> <ul style="list-style-type: none"> <li>• One (1) <b>Assistant Director of Nursing (Nursing Facility)</b> position (1.00 FTE) (Position Code #02.165.297) under <u>NURSING FACILITY ADMINISTRATION</u>, effective 01/21/2023.</li> <li>• One (1) <b>Director of SNF Education and Infection Preventionist</b> position (1.00 FTE) (Position Code #01.325.573) under <u>NURSING FACILITY ADMINISTRATION</u>, effective 01/21/2023.</li> </ul>		<p>Motion: Leuer Ayes: 7 Noes: 1 Brick Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p><b>Non-Consent RESOLUTION</b></p>

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Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle; D. Farberman/HR Director; B. Ryan/Board Chair (9:05 AM); J. Wilkinson/County Attorney (9:07 AM);

Department Agenda Item	Discussion	Decision	Action
<p>12. Amend <u><a href="#">Salary Schedule P</a></u> as follows: <b><u>Position Creations:</u></b></p> <ul style="list-style-type: none"> <li>• One (1) <i>SNF Nurse Practitioner</i> position (Position Code #TBD) (1.00 FTE) under <u>NURSING FACILITY ADMINISTRATION</u> and set the salary at \$130,000.00 per year, position available date 03/01/2023.</li> <li>• One (1) <i>SNF Nurse Practitioner</i> position (Position Code #TBD) (1.00 FTE) under <u>NURSING FACILITY ADMINISTRATION</u> and set the salary at \$124,800.00 per year, position available date 03/01/2023.</li> </ul>		<p>Motion: May Ayes: 8 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: center;"><b>*RESOLUTION</b></p>
<p>Amend <u><a href="#">Salary Schedule P</a></u> as follows: <b><u>Abolish Positions:</u></b></p> <ul style="list-style-type: none"> <li>• One (1) <i>Mid-Level Provider</i> position (Position Code #17.110.443) (1.00 FTE) under <u>PEDIATRIC CLINIC</u>, effective 12/21/2022.</li> </ul>		<p>Motion: May Ayes: 8 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: center;"><b>*RESOLUTION</b></p>
<p>13. <b>Articles:</b></p> <ul style="list-style-type: none"> <li>• <u><a href="#">Financial Turnaround Needs Board Oversight – Challenging Times Call for Deeper Board Engagement</a></u>, <i>American Hospital Association</i></li> <li>• <u><a href="#">Tips for Board Oversight for Financial Turnaround</a></u>, <i>Health Trustees New York state Trends</i></li> </ul>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Department Agenda Item	Discussion	Decision	Action
<b>9:00 AM - Co. Insurance Office w/ T. Vacinek</b>			
<p>1. Authorize Chairman to sign dental insurance rates with Univera Healthcare, 205 Park Club Lane, Buffalo, NY 14221, effective March 1, 2023 to February 29, 2024. <b>(MUNIS CONTRACT #1037)</b></p> <p><b>Dental Select / High Option:</b></p> <ul style="list-style-type: none"> <li>o Single: \$37.00</li> <li>o Employee/Spouse \$67.00</li> <li>o Employee/Child(ren) \$76.94</li> <li>o Family \$106.22</li> </ul> <p><b>Dental Select / Low Option:</b></p> <ul style="list-style-type: none"> <li>o Single: \$24.02</li> <li>o Employee/Spouse \$46.52</li> <li>o Employee/Child(ren) \$54.88</li> <li>o Family \$77.42</li> </ul>	<p><i>No increase in rates</i></p> <p><b>Open enrollment:</b> <i>January 9, 2023 – January 25, 2023 on line.</i></p> <p><i>All employees will re-enroll or sign waiver.</i></p>	<p>Motion: May Ayes: 8 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p>
			<b>*RESOLUTION</b>

*There was a lengthy discussion over upgrades and changes in 2023 benefits.*

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Department Agenda Item	Discussion	Decision	Action
<p><b>2. Professional Service Contract (\$5,001 or greater):</b> Approve the following Insurance renewals, pursuant to General Municipal Law §104(b) through Tompkins Insurance Agencies, Inc., 90 Main Street, Batavia, NY 14020 for:</p> <ul style="list-style-type: none"> <li>• Excess Workers' Compensation                             <ul style="list-style-type: none"> <li>○ <i>Midwest Employers Casualty Company</i>,</li> <li>○ effective January 1, 2023 through January 1, 2025; (\$354,491.00 each year)</li> <li>○ Subject to annual audit</li> </ul> </li> <li>• Excess Employer Liability (includes volunteer Firemen &amp; School Systems)                             <ul style="list-style-type: none"> <li>○ <i>JENCAP</i></li> <li>○ effective January 1, 2023 through January 1, 2024 at \$21,911.00</li> </ul> </li> </ul>		<p>Motion: Brick Ayes: 8 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>
<b>Real Property Tax Services w/S. Lippincott</b>			
<p><b>1. Amend Res. #22-289:</b> Authorize Chairman to amend a contract, pursuant to General Municipal Law §104(b) with <i>Applied Business Systems, Inc.</i>, 26 Harvester Ave., Batavia, NY 14020 to include:</p> <ul style="list-style-type: none"> <li>• <b>Second Notice</b> for an additional \$8,000.00 total contract not to exceed \$36,000.00 annually; all else remains the same.</li> </ul>	<p>Note: Permission to allow for pre-payment of estimated postage prior to each second notice cycle. Postage is billed back to the municipalities that choose the mailing option.</p>	<p>Motion: Leuer Ayes: 8 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>
<p><b>2. Inter-municipal Agreements:</b> Authorize Chairman to sign Inter-municipal Agreements with Towns for Second Notice printing and mailing Services, according to the fee schedule negotiated with the municipalities; in an amount not to exceed \$7,000.00; effective January 10, 2023 through January 30, 2024.</p>		<p>Motion: Leuer Ayes: 8 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>

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Wilkinson/County Attorney (9:07 AM);

Department Agenda Item	Discussion	Decision	Action
<b>9:30 AM - Treasurer w/R. LaWall</b>			
<i>At 10:54 AM County Attorney Wilkinson left the meeting.</i>			
1. <u><a href="#">Sales tax update and financial statements</a></u> <ul style="list-style-type: none"> <li>• <u><a href="#">Investment Income</a></u></li> <li>• <u><a href="#">Investment Report</a></u></li> </ul>	See attached	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <b>Professional Service Contract \$5,001 or greater:</b> Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <b>Drescher &amp; Malecki, LLP</b> , 3083 William Street, Suite 5, Cheektowaga, NY 14227 for the provision of Audit Services in an amount not to exceed \$35,800.00; effective January 1, 2023 through December 31, 2023. <span style="background-color: yellow;">(MUNIS CONTRACT # 1044)</span>	<ul style="list-style-type: none"> <li>• FY 2022 Audit</li> </ul>	Motion: Becker Ayes: 8 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
3. <b>Overnight Travel Authorization:</b> R. LaWall to attend NYS GFOA Annual Conference, March 29- 31, 2023 in Albany, NY. Conference expense is \$225.00; Hotel Cost \$145 /night and is budgeted.		Motion: May Ayes: 8 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>
4. Approve an <u><a href="#">update to Investment Policy</a></u> to include NYMuniTrust / \$5 million for investment diversification purposes.	<b>Previous Resolution 22-570 October 11, 2022</b>	Motion: Leuer Ayes: 8 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
5. <b>2022 Appropriation:</b> <b>To:</b> 011660 540603 Postage Meter \$200.00 <b>w/any funds available</b> <b>Reason:</b> To pay remaining balance on Government Center Postage Meter lease.	<b>New lease under budget by \$517 and when renewed, appropriation was not done. This balance is what the cost center is short for the year.</b>	Motion: May Ayes: 8 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>

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Department Agenda Item	Discussion	Decision	Action
<p><b>6. 2022 Appropriation:</b>  <b>To:</b> 016420 540907 Bed Tax Allowance \$62,000.00                      w/01100001 411130 Occupancy Tax \$62,000.00  <b>Reason:</b> Under-budgeted Bed Tax Allowance @ 95% payable to Tourism</p>	<p><i>Increase total expenditure budgeted to \$252,000 for FY 2022. 95% of any revenue realized paid to Tourism. Payment tied directly to revenue. Only revenue realized will be paid to Tourism.</i></p>	<p>Motion: May                      Ayes: 8                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:    <b>*RESOLUTION</b></p>
<p><b>7. Position Fill:</b>    <p style="text-align: center;"><i>Treasurer</i></p>                     One (1) Position of <u>Deputy Treasurer</u> (1.0 FTE) (Position Code 007.503) <i>Leann Becker</i> to replace <i>Robin LaWall</i> who moved to County Treasurer. Position available 1/1/2023.</p>		<p>Motion: King                      Ayes: 8                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:    <b>APPROVED</b></p>
<p><b>8. Amend Salary Schedule S as follows:</b></p> <ul style="list-style-type: none"> <li>• Set the salary of the <i>Deputy Treasurer</i> position (Position Code #007.503) at \$47,150 per year, effective 1/1/2023.                             <ul style="list-style-type: none"> <li>○ \$46,000 is current salary for L. Becker as Junior Deputy Treasurer. This amount, \$47,150, includes the 2.5% COLA increase.</li> </ul> </li> <li>• Withdraw the below portion of Res. #22-343; passed by the Board in June 2022, as this portion of the 2022 COLA should have been a “behind the scenes” calculation:                             <ul style="list-style-type: none"> <li>○ Set the salary of the <i>Fiscal Administrator</i> under TREASURER to reflect an hourly wage of \$23.56 COLA increase effective January 1, 2022.</li> </ul> </li> <li>• The hourly wage will be restored to \$24.18/hr.; per Res. #22-288 passed by the Board in May 2022.</li> </ul>		<p>Motion: King                      Ayes: 8                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:    <b>*RESOLUTION (2)</b></p>
<p><b>9. Professional Service Contract \$5,001 or greater:</b>                      Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <i>Fiscal Advisors</i>, 120 Walton St. Ste 600 Syracuse NY 13002, for Financial Advisory Services in an amount not to exceed \$50,000.00; effective January 1, 2023 through December 31, 2022.  <span style="background-color: yellow; font-weight: bold;">(MUNIS CONTRACT # 1099 PENDING)</span></p>	<p><i>Fees for long- and short-term financing have increased for 2023. Refunding bonds, hourly fee, and continuing disclosures remain the same.</i></p>	<p>Motion: Becker                      Ayes: 8                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:    <b>*RESOLUTION</b></p>

## FINANCE COMMITTEE MEETING MINUTES

Committee meetings are now open to the general public.  
We ask that you continue to practice safe social distancing requirements.

Thank you!

Date: Wednesday, January 04, 2023 @ 9:00 AM

Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center.*

Present: **Kehl, Grant**, Davis, Leuer (9:20 AM), May (9:05 AM), Brick, King, Becker

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle; D. Farberman/HR Director; B. Ryan/Board Chair (9:05 AM); J. Wilkinson/County Attorney (9:07 AM);

Department Agenda Item	Discussion	Decision	Action
<p>10. <i>Amend Resolution No. 19-390 (adopted on 09/10/2019):</i> Authorize Chairman to sign an Amended Contract with <b>Footo &amp; Meyer, PLLC</b>, 23 West Court St., Warsaw, NY 14569 for legal services in preparation of Article 11 Tax Foreclosures to reflect the following revisions:</p> <ul style="list-style-type: none"> <li>• Correct contract effective dates from 11/01/2019 through 10/31/2022 to <b>January 20, 2020 through January 19, 2023.</b></li> <li>• <b>In accordance with Sec. 1, extend the current contract term for an additional 3-years; effective January 20, 2023 through January 19, 2026.</b></li> </ul> <p style="background-color: yellow; color: red; font-weight: bold; margin-top: 5px;">(MUNIS CONTRACT # 1100 PENDING)</p>	<p><i>First bullet is housekeeping item.</i></p> <p><i>Second bullet is renewal going forward.</i></p>	<p>Motion: May Ayes: 8 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: center; font-weight: bold; margin-top: 20px;">*RESOLUTION</p>
<p><i>The Tax Foreclosure Auction is scheduled for January 26<sup>th</sup> at East Hill Creamery in Perry. The North Java Fire Hall was booked that day...</i></p>			
<p><b>9:45 AM - Budget Office w/J. Cook</b></p>			
<p>1. <i>Permission to transfer funds between departments for year-end budgetary clean-up for Fiscal year ending 12/31/2022.</i></p>	<p>Lists will be provided to Finance Committee for Final approval as has been done in the past.</p>	<p>Motion: Becker Ayes: 8 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: center; font-weight: bold;">APPROVED</p>
<p><b>9:15 AM - Information Technology w/B. Sikes</b></p>			
<p>1. <b>Professional Service Contract (\$3,001-\$5,000):</b> Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <b>Layer 3 Technologies</b>, 1645 Lyell Avenue, Rochester, New York 14606 for the renewal of Sophos Central Device Encryption and implementation, in an amount not to exceed \$3,555.00; effective December 13, 2022. State Contract #: NCPA 01-155.</p> <p style="background-color: yellow; color: red; font-weight: bold; margin-top: 5px;">MUNIS CONTRACT #1085</p>		<p>Motion: May Ayes: 8 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: center; font-weight: bold; margin-top: 20px;">APPROVED</p>

## FINANCE COMMITTEE MEETING MINUTES

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Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center.*

Present: **Kehl, Grant**, Davis, Leuer (9:20 AM), May (9:05 AM), Brick, King, Becker

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle; D. Farberman/HR Director; B. Ryan/Board Chair (9:05 AM); J. Wilkinson/County Attorney (9:07 AM);

Department Agenda Item	Discussion	Decision	Action
<p><b>2. FYI ~ Contract (\$3,000 and under):</b></p> <ul style="list-style-type: none"> <li>• <b>C &amp; S Operations, dba Que Center Group</b>, 150 State Street, Suite 120, Rochester, New York 14614 for the annual renewal of the Qware work order module, in an amount not to exceed \$2,000.00; effective January 1, 2023 through December 31, 2023. <b>MUNIS CONTRACT #1103</b></li> <li>• <b>Avenu Insights &amp; Analytics, LLC</b>, 5860 Trinity Parkway, Suite 120, Centreville, Virginia 20120 for the data export/extraction of Capital Assets, in amount not to exceed \$1,500.00; effective January 1, 2023 through the completion of the project. <b>MUNIS CONTRACT #1075</b></li> </ul>			
<p><b>3. Purchasing Card Request:</b> Request a procurement card be issued to Nicholas Glatt, in the amount of \$500.00.</p>		<p>Motion: May Ayes: 8 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to: <b>APPROVED</b></p>
<p><i>There was a brief discussion over Cyber Security insurance coverage at the towns.</i></p> <p><i>At 11:21 AM there was a motion by Supervisor King to enter an executive session to discuss the employment and performance history of a particular employee(s). This was seconded by Supervisor Becker and all voted aye.</i></p> <p><i>HR Director Farberman and Board Clerk Ketchum remained.</i></p> <p><i>At 11:40 AM IT Director Sikes and Budget Officer Cook were excused.</i></p> <p><i>At 11:58 AM there was a motion by Supervisor May to end the executive session and continue the regular meeting. This was seconded by Supervisor King and all voted aye.</i></p>			
<p><b>4. Amend Salary Schedule D as follows:</b></p> <ul style="list-style-type: none"> <li>• Set the salary of the Director of Information Technology (position code 006.283) at \$122,000.00; effective 01/01/2023.</li> </ul>		<p>Motion: Leuer Ayes: 8 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to: <b>*RESOLUTION</b></p>
<b>Clerk to the Board w/C. Ketchum</b>			
<p><b>1. Request Home Rule</b> for legislation to extend sales tax increase (additional one percent (1%)). This will be effective through 11/30/2026 (current Home Rule expires 11/30/23).</p>	<p><u><a href="#">Sample Resolution attached.</a></u></p>	<p>Motion: May Ayes: 8 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to: <b>*RESOLUTION</b></p>
<p><i>Director Sikes was asked to return to the meeting so he could be informed of the committee's decision to present a salary increase on his behalf to the full Board of Supervisors.</i></p>			

## FINANCE COMMITTEE MEETING MINUTES

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Date: Wednesday, January 04, 2023 @ 9:00 AM

Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center.*

Present: **Kehl, Grant**, Davis, Leuer (9:20 AM), May (9:05 AM), Brick, King, Becker

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle; D. Farberman/HR Director; B. Ryan/Board Chair (9:05 AM); J. Wilkinson/County Attorney (9:07 AM);

Department Agenda Item	Discussion	Decision	Action
<p><b>2. Amend Salary Schedule S:</b> <b>Wage Amendments:</b></p> <ul style="list-style-type: none"> <li>• Set the hourly wage of the <u><a href="#">Administrative Assistant (Fiscal Operations)</a></u> (1.0 FTE) (position code 165.459) under SOCIAL SERVICES at \$22.26 per hour (salary equivalent \$40,513); effective August 15, 2022</li> <li>• Set the hourly wage of the <u><a href="#">Secretary II</a></u> (1.0 FTE) (position code 118.366) under SOCIAL SERVICES, at \$19.85 per hour (salary equivalent of \$36,127); effective July 25, 2022</li> </ul>	<p><i>Housekeeping ~ Permission to fill was granted by the Finance Committee on June 7, 2022.</i></p>	<p>Motion: Grant Ayes: 8 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>
<b>Board of Supervisors w/B. Kehl</b>			
	~Nothing to Report~	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<b>Off Track Betting w/S. May</b>			
	~Nothing to Report~	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<b>Other/Referrals:</b>			
<b>HUMAN RESOURCES</b>			
<b>Human Resource</b>			
<i>Supervisor Leuer, T/Middlebury left the meeting sometime during the below Agenda Item.</i>			
<p><b>1. Amend Salary Schedule S:</b> To set the hourly wage of the <i>Human Resource Assistant</i> (position code 035.434) under HUMAN RESOURCE to \$17.25 per hour, effective December 13, 2022 after successful completion of six (6) months probationary period per offer letter.</p>		<p>Motion: King Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>

## FINANCE COMMITTEE MEETING MINUTES

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Present: **Kehl, Grant**, Davis, Leuer (9:20 AM), May (9:05 AM), Brick, King, Becker

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle; D. Farberman/HR Director; B. Ryan/Board Chair (9:05 AM); J. Wilkinson/County Attorney (9:07 AM);

Department Agenda Item	Discussion	Decision	Action
<p><b>2. Amend Salary Schedule S:</b> To set the hourly wage of the <i>Payroll Clerk</i> (position code 12.828.508) under HUMAN RESOURCE to \$21.50 per hour, effective December 6, 2022, after successful completion of six (6) months probationary period per offer letter.</p>		<p>Motion: King Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b></p>
<b>HUMAN SERVICES</b>			
<b>Social Services</b>			
<p><b>1. Position Fill:</b> <b>Social Services Dept.</b> One (1) position of <i>Community Services Aide</i> (Position Code: #175.333), CSEA Agreement, Sch. A. Grade 3 (\$17.00 - \$18.61/hr.) to replace Tommasina Hulme who resigned effective 1/6/23. <b>Position available date: 1/09/23</b></p>		<p>Motion: Grant Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b></p>
<b>PUBLIC HEALTH</b>			
<b>Mental Health</b>			
<p><b>1. 2022 Appropriation:</b> To: 014310.541801 Misc. Assess/Chg owed oth Govt <span style="float: right;"><u>\$163,796.00</u></span> w/01431004.430890 OTHR STATE AID SEC 606 <span style="float: right;">\$163,796.00</span> Reason: CPL §730 Competency restoration of incarcerated individual</p>		<p>Motion: May Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b></p>
<p><b>2. 2022 Transfer:</b> <b>From:</b> 014326.542306 Misc. Other <span style="float: right;"><u>\$32,194.00</u></span> <b>To:</b> 014326.521002 Property Renovations <span style="float: right;">\$32,194.00</span> <b>Reason:</b> To cover cost of pavilion built for Veterans' Dwyer program</p>		<p>Motion: May Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b></p>

## FINANCE COMMITTEE MEETING MINUTES

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Present: **Kehl, Grant**, Davis, Leuer (9:20 AM), May (9:05 AM), Brick, King, Becker

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle; D. Farberman/HR Director; B. Ryan/Board Chair (9:05 AM); J. Wilkinson/County Attorney (9:07 AM);

Department Agenda Item	Discussion	Decision	Action
<b>PUBLIC WORKS</b>			
<b>Highway</b>			
<p>1. <b>Position Fill:</b>  <i style="text-align: center;">Highway Dept.</i> One (1) position of <u><b>Bridge Construction Mechanic</b></u>, (Position Code 037.038) (1.0 FTE) CSEA agreement, Sch. A, grade 10 (\$20.38 - \$23.06) to replace Troy Pettigrew who resigned effective December 02, 2022; position available date is January 05, 2023.</p>		<p>Motion: Brick Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b></p>
<p>2. <b>Position Creation/Fill:</b>  <i style="text-align: center;">Highway Dept.</i> One (1) position of <u><b>Bridge Construction Mechanic</b></u>, (1.0 FTE) CSEA agreement, Sch. A, grade 10 (\$20.38 - \$23.06); position available date is January 11, 2023.</p>	<p><u><b>Public Works Vote:</b></u> Motion: Gozelski Ayes: 6 Noes: 1 King Absent: 1 Leuer</p>	<p>Motion: Brick Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b></p>
<p>3. <b>Position Fill:</b>  <i style="text-align: center;">Highway Dept.</i> One (1) position of <u><b>Heavy Equipment Maintenance Supervisor</b></u>, (Position Code 012.027) (1.0 FTE) CSEA agreement, Sch. A, grade 14 (\$22.25 - \$25.69) to replace Eric Victor who is retiring on January 04, 2023; position available date is January 05, 2023.</p>		<p>Motion: Brick Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b></p>
<p>4. <b>Position Creation/Fill:</b>  <i style="text-align: center;">Highway Dept.</i> One (1) position of <u><b>Heavy Equipment Operator</b></u>, (1.0 FTE) CSEA agreement, Sch. A, grade 10 (\$20.38 - \$23.06); position available date is January 11, 2023.</p>	<p><u><b>Public Works Vote:</b></u> Motion: Gozelski Ayes: 6 Noes: 1 King Absent: 1 Leuer</p>	<p>Motion: Brick Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b></p>

## FINANCE COMMITTEE MEETING MINUTES

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Present: **Kehl, Grant**, Davis, Leuer (9:20 AM), May (9:05 AM), Brick, King, Becker

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle; D. Farberman/HR Director; B. Ryan/Board Chair (9:05 AM); J. Wilkinson/County Attorney (9:07 AM);

Department Agenda Item	Discussion	Decision	Action
<p><b>5. <u>Position Creation/Fill:</u></b> <i>Highway Dept.</i> One (1) position of <u>Account Clerk</u>, (1.0 FTE) CSEA agreement, Sch. A, grade 4 (\$17.97 – 19.77); position available date is January 11, 2023.</p>	<p><b><u>Public Works Vote:</u></b> Motion: Gozelski Ayes: 6 Noes: 1 King Absent: 1 Leuer</p>	<p>Motion: Brick Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b></p>
<p><b>6. <u>Position Creation/Fill:</u></b> <i>Highway Dept.</i> One (1) position of <u>Administrative Assistant (Co. Highway)</u>, (1.0 FTE) (FLSA/non-exempt) and place on Salary Schedule S under HIGHWAY DEPARTMENT at rate of \$22.00 per hour (annual salary equivalent \$40,040.00); position available date is January 11, 2023.</p>	<p><b><u>Public Works Vote:</u></b> Motion: Gozelski Ayes: 6 Noes: 1 King Absent: 1 Leuer</p>	<p>Motion: Brick Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b></p>
<p><b>7. 2022 Transfer:</b> <b>From:</b> 045110.510101 FT CSEA Contract           \$ 39,809.56           045110.540602 Equipment                   51,399.32           045110.541901 Stone-Shoulders           37,145.45           045110.541902 Stockpile                   7,527.67           045110.541904 Bituminous Products    2,947,344.81           045110.541905 Bridge Materials         <u>175,107.32</u> <b>To:</b> 045112.524112 Road Infrastructure CHIPS\$3,218,524.57       045112.510101 FT CSEA Contract CHIPS    39,809.56 <b>Reason:</b> To comply with CHIPS program guidelines; capital expenditures are to be classified in the Uniform Accounting System in account 5112.2.</p>		<p>Motion: Brick Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b></p>
<p><b>8. 2022 Transfer:</b> <b>From:</b> 04511009.435010 Consolidated Hwy Aid \$3,258,334.13 <b>To:</b> 04511203.435010 Consolidated Hwy Aid \$3,258,334.13 <b>Reason:</b> To comply with CHIPS program guidelines; capital expenditures are to be classified in the Uniform Accounting System in account 5112.2.</p>		<p>Motion: Brick Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b></p>

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Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle; D. Farberman/HR Director; B. Ryan/Board Chair (9:05 AM); J. Wilkinson/County Attorney (9:07 AM);

Department Agenda Item	Discussion	Decision	Action
<b>9. 2022 Transfer:</b> <b>From:</b> 045142.541804 Pmt Town/Village Snow & Ice <div style="text-align: right;">\$13,000.00</div> <b>To:</b> 045142.510101 FT CSEA Contract      \$13,000.00 <b>Reason:</b> To pay wages due to increase in CSEA salaries.		Motion: Brick Ayes: 7 Noes: Absent: 1 Leuer	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>10. 2022 Transfer:</b> <b>From:</b> 035130.589001 Medical/Hospital Insurance \$5,300.00 <b>To:</b> 035130.510101 FT CSEA Contract      \$5,300.00 <b>Reason:</b> To pay wages due to increase in CSEA salaries.		Motion: Brick Ayes: 7 Noes: Absent: 1 Leuer	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>Buildings &amp; Grounds</b>			
<b>11. <i>Position Creation/Fill:</i></b> <div style="text-align: center;"><b><i>Building &amp; Grounds</i></b></div> One (1) position of <b><u>Working Supervisor (Maintenance)</u></b> (1.0 FTE); CSEA agreement, Sch. A, grade 13 (\$21.73 – \$24.98); effective January 11, 2023.	<b><i>To replace Maintenance Mechanic</i></b>	Motion: Brick Ayes: 7 Noes: Absent: 1 Leuer	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>12. 2023 Appropriation:</b> <b>To:</b> 011620.521002 Property Renovation      \$19,084.16 w/01162006.400890.RFederal Aid Recovery      \$19,084.16 <b>Reason:</b> To complete carpet project in 2023		Motion: Becker Ayes: 7 Noes: Absent: 1 Leuer	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>PUBLIC SAFETY</b>			
<b>Sheriff</b>			
<b>1. <i>Position Fill:</i></b> <div style="text-align: center;"><b>Sheriff's Department</b></div> One position of <b><u>Undersheriff</u></b> (1.0 FTE) (position code 010.500) to replace David Linder, who has been elected to Sheriff. <b>Position available date: January 4, 2023.</b>	<b><i>Emergency fill effective January 1, 2023 through January 4, 2023 approved by Chairperson Ryan on December 15, 2022.</i></b>	Motion: May Ayes: 7 Noes: Absent: 1 Leuer	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>

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Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle; D. Farberman/HR Director; B. Ryan/Board Chair (9:05 AM); J. Wilkinson/County Attorney (9:07 AM);

Department Agenda Item	Discussion	Decision	Action
<p><b>2. Amend Salary Schedule S:</b> Amend Salary Schedule S under <b>Sheriff</b> to set the salary of <b>Undersheriff</b> (position code 010.500) at \$100,123.00 effective <b>January 1, 2023.</b></p>		<p>Motion: May Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: center;"><b>*RESOLUTION</b></p>
<p><b>3. Position Fill:</b> <b>Sheriff's Department</b> One position of <b>Deputy Sheriff Sergeant</b> (1.0 FTE) (position code 016.086) WCDSA agreement, grade 6 (\$31.36 - \$37.29 per hour) to replace Colin Reagan, who is being promoted to Undersheriff. <b>Position available date: January 4, 2023.</b></p>	<p><i>Emergency fill effective January 1, 2023 through January 4, 2023 approved by Chairperson Ryan on December 15, 2022.</i></p>	<p>Motion: May Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: center;"><b>APPROVED</b></p>
<p><b>4. Position Fill:</b> <b>Sheriff's Department</b> One position of <b>Deputy Sheriff</b> (1.0 FTE) (position code TBD) WCDSA agreement, grade 4 (\$26.72 - \$34.16 per hour) to replace the Deputy Sheriff who is promoted to Deputy Sheriff Sergeant. <b>Position available date: January 4, 2023.</b></p>	<p><i>Emergency fill effective January 1, 2023 through January 4, 2023 approved by Chairperson Ryan on December 15, 2022.</i></p>	<p>Motion: May Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: center;"><b>APPROVED</b></p>
<b>Jail</b>			
<p><b>5. 2023 Appropriation:</b> <b>To:</b> 013150.540301 Professional SVC Contracts \$27,219.00 <i>w/any funds available</i> <b>Reason:</b> Change in title increased the salary and associated fringe of the Jail Nurse.</p>		<p>Motion: May Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: center;"><b>*RESOLUTION</b></p>

## FINANCE COMMITTEE MEETING MINUTES

Committee meetings are now open to the general public.  
We ask that you continue to practice safe social distancing requirements.

Thank you!

Date: Wednesday, January 04, 2023 @ 9:00 AM

Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center.*

Present: *Kehl, Grant*, Davis, Leuer (9:20 AM), May (9:05 AM), Brick, King, Becker

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle; D. Farberman/HR Director; B. Ryan/Board Chair (9:05 AM); J. Wilkinson/County Attorney (9:07 AM);

Department Agenda Item	Discussion	Decision	Action								
<b>Emergency Services</b>											
<p><b>6. Amend Salary Schedule "G":</b> To provide stipends plus corresponding fringe under EMERGENCY SERVICES to the following:</p> <ul style="list-style-type: none"> <li>• Director of Emergency Services (position code 006.352) - \$3,500.00</li> <li>• Administrative Assistant (EMS) (position code 010.435) - \$3,000.00</li> </ul> <p>Said amounts are annual; effective September 1, 2022 – August 31, 2024. Funds are provided through the 2022 (DTP) Domestic Terrorism Prevention Grant.</p>	<p><i>DTP Grant Funded</i></p>	<p>Motion: May Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p>								
<p><b>7. 2022 Appropriation:</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">To: 013640.510001 Salaries</td> <td style="text-align: right;">\$1,625.00</td> </tr> <tr> <td>    013640.583001 FICA</td> <td style="text-align: right;">\$100.75</td> </tr> <tr> <td>    013640.585001 Medicare – FICA</td> <td style="text-align: right;"><u>\$23.56</u></td> </tr> <tr> <td>w/ 01364007.430890.DTP State Aid – DTP Grant</td> <td style="text-align: right;">\$1,749.31</td> </tr> </table> <p><b>Reason:</b> To appropriate FY2022 DTP Grant Funds to cover the cost of amendment to salary schedule "G" for September 1, 2022 – December 31, 2022.</p>	To: 013640.510001 Salaries	\$1,625.00	013640.583001 FICA	\$100.75	013640.585001 Medicare – FICA	<u>\$23.56</u>	w/ 01364007.430890.DTP State Aid – DTP Grant	\$1,749.31		<p>Motion: May Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p>
To: 013640.510001 Salaries	\$1,625.00										
013640.583001 FICA	\$100.75										
013640.585001 Medicare – FICA	<u>\$23.56</u>										
w/ 01364007.430890.DTP State Aid – DTP Grant	\$1,749.31										
<p><b>8. 2023 Appropriation:</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">To: 013640.510001 Salaries</td> <td style="text-align: right;">\$6,500.00</td> </tr> <tr> <td>    013640.581001 Retirement</td> <td style="text-align: right;">\$650.00</td> </tr> <tr> <td>    013640.583001 FICA</td> <td style="text-align: right;">\$403.00</td> </tr> <tr> <td>    013640.585001 Medicare – FICA</td> <td style="text-align: right;"><u>\$94.25</u></td> </tr> </table> <p>w/ 01364007.430890.DTP State Aid – DTP Grant \$7,647.25</p> <p><b>Reason:</b> To appropriate FY2022 DTP Grant Funds to cover the cost of amendment to salary schedule "G" for January 1, 2023 – December 31, 2023.</p>	To: 013640.510001 Salaries	\$6,500.00	013640.581001 Retirement	\$650.00	013640.583001 FICA	\$403.00	013640.585001 Medicare – FICA	<u>\$94.25</u>		<p>Motion: May Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p>
To: 013640.510001 Salaries	\$6,500.00										
013640.581001 Retirement	\$650.00										
013640.583001 FICA	\$403.00										
013640.585001 Medicare – FICA	<u>\$94.25</u>										

## FINANCE COMMITTEE MEETING MINUTES

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Date: Wednesday, January 04, 2023 @ 9:00 AM

Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center.*

Present: **Kehl, Grant**, Davis, Leuer (9:20 AM), May (9:05 AM), Brick, King, Becker

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle; D. Farberman/HR Director; B. Ryan/Board Chair (9:05 AM); J. Wilkinson/County Attorney (9:07 AM);

Department Agenda Item	Discussion	Decision	Action
<p><b>9. 2023 Appropriation:</b>  <b>To:</b> 013645.541410.2022 Software \$14,000.00                      013645.520002.2022 IT/Communications \$13,968.00                      013645.541010.2022 Office Supplies <u>\$13,857.00</u>                      w/ 01364507.443890.2022 Fed Aid HSG 2022 \$41,825.00  <b>Reason:</b> To appropriate 2022 SHSP grant funds.</p>		Motion: May Ayes: 7 Noes: Absent: 1 Leuer	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<p><b>10. 2023 Appropriation:</b>  <b>To:</b> 013645.541410.2021 Software \$4,482.00                      w/ 01364508.443890.2021 Fed Aid HSG 2021 \$4,482.00  <b>Reason:</b> To re-appropriate 2021 SHSP grant funds.</p>		Motion: May Ayes: 7 Noes: Absent: 1 Leuer	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>Public Defender</b>			
<p><b>11. Amend Salary Schedule S:</b>                      To provide benefits as outlined in the Salary Schedule S Handbook for the <i>Secretary to the Public Defender</i> (position code 005.503) (.42857 FTE); effective <b>January 1, 2023.</b></p>		Motion: May Ayes: 7 Noes: Absent: 1 Leuer	Carried: <b>XXX</b> Defeated: Referred to: <b>*RESOLUTION</b>
<p><b>12. Position Revision/Salary Schedule G Amendment:</b>                      Revise one (1) position of <i>Staff Social Worker</i> (Position Code 008.594) (.70 FTE) Currently on Schedule G at \$26.92/hr. (annual equivalent \$34,296) <b>to reflect (1.00 FTE)</b> effective <b>October 04, 2021</b> at \$32.96/hr. (annual equivalent \$60,000). Position funded and approved by New York State Office of Indigent Legal Services (ILS) 80 South Swan Street, Albany NY, 12210, Year 4 Contract Amendment for Statewide Expansion of Hurrell-Harring Reform/CSTWIDEHH52. Said amount to be paid bi-weekly and retroactive for contract period 10/04/2021-03/31/2022.</p>	<p><i>In the process of changing title from Staff Social Worker to Case Manager.</i></p>	Motion: May Ayes: 7 Noes: Absent: 1 Leuer	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>

## FINANCE COMMITTEE MEETING MINUTES

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Date: Wednesday, January 04, 2023 @ 9:00 AM

Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center.*

Present: **Kehl, Grant**, Davis, Leuer (9:20 AM), May (9:05 AM), Brick, King, Becker

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle; D. Farberman/HR Director; B. Ryan/Board Chair (9:05 AM); J. Wilkinson/County Attorney (9:07 AM);

Department Agenda Item	Discussion	Decision	Action
<p><b>13. Position Revision:</b> Revise one (1) position of <i>Staff Social Worker</i> (.5 FTE) (position code ..... ) currently on Salary Schedule G at an hourly rate of \$43.96 (annual equivalent \$40,000); <i>to reflect (.60 FTE)</i> position available date is January 01, 2023. Position will be fully funded through Grant: Wyoming County Data-Day, Alternatives to Incarceration and placed on Benefit package consistent with current CSEA Bargaining Agreement.</p>	<p><i>Amending FTE from .50 to .60 to ensure that the position will be entitled to benefits package per the Salary Schedule G handbook.</i></p>	<p>Motion: May Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>
<p><b>14. Amend Salary Schedule G:</b> Under PUBLIC DEFENDER as follows:</p> <ul style="list-style-type: none"> <li>• Amend all stipends under the NYS Indigent Legal Services <b>HH Grant</b> (Contract CSTWIDEHH52 – year 2) to end 03/31/2020.</li> <li>• Amend all stipends under the NYS Indigent Legal Services <b>HH Grant</b> (Contract CSTWIDEHH52 – year 3) to end 03/31/2021.</li> </ul>	<p><i>Cleaning up the pay schedules.</i></p>	<p>Motion: May Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>

## FINANCE COMMITTEE MEETING MINUTES

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Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center.*

Present: *Kehl, Grant*, Davis, Leuer (9:20 AM), May (9:05 AM), Brick, King, Becker

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle; D. Farberman/HR Director; B. Ryan/Board Chair (9:05 AM); J. Wilkinson/County Attorney (9:07 AM);

Department Agenda Item	Discussion	Decision	Action
<p><b>15. Amend Salary Schedule G:</b> To set yearly stipend plus corresponding fringe provided through NYS Indigent Legal Services <b>HH Grant</b> (Contract CSTWIDEHH52 – year 4); effective 04/01/2021 through 03/31/2022. Said amounts to be paid biweekly and retroactive from 04/01/21 through 3/31/22 as follows:</p> <ul style="list-style-type: none"> <li>• Assistant Public Defender (1<sup>st</sup>) (position code 004.503): \$9,000.00</li> <li>• Assistant Public Defender (2nd) (position code 001.503):\$9,000.00</li> <li>• Assistant Public Defender (3rd) (position code 002.503) \$17,000.00</li> <li>• Secretary I (position code 006.350): \$7,000.00</li> <li>• Public Defender (003.503) \$5,000.00</li> <li>• Assistant Public Defender (4<sup>th</sup>): (007.503) \$9,000.00</li> <li>• Secretary to the Public Defender: (005.503) \$7,000.00</li> <li>• Data Management/Account Clerk (009.595): \$3,000.00</li> </ul>		<p>Motion: May Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: right; font-weight: bold;">*RESOLUTION</p>

## FINANCE COMMITTEE MEETING MINUTES

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Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center.*

Present: **Kehl, Grant**, Davis, Leuer (9:20 AM), May (9:05 AM), Brick, King, Becker

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle; D. Farberman/HR Director; B. Ryan/Board Chair (9:05 AM); J. Wilkinson/County Attorney (9:07 AM);

Department Agenda Item	Discussion	Decision	Action
<p><b>16. Amend Salary Schedule G:</b> To set yearly stipend plus corresponding fringe provided through NYS Indigent Legal Services <b>HH Grant</b> (Contract CSTWIDEHH52 – year 5); effective 04/01/2022 - 03/31/2023. Said amounts to be paid biweekly <i>effective 01/01/2023</i>, retroactive funds from 04/01/22 to 12/31/2022 will be paid out 4<sup>th</sup> Quarter of 2023:</p> <ul style="list-style-type: none"> <li>• Assistant Public Defender (1<sup>st</sup>) (position code 004.503): \$9,000.00</li> <li>• Assistant Public Defender (2nd) (position code 001.503): \$12,000.00</li> <li>• Assistant Public Defender (3rd) (position code 002.503): \$21,000.00</li> <li>• Public Defender (003.503) \$10,250.00</li> <li>• Assistant Public Defender (4th): (007.503) \$13,500.00</li> <li>• Secretary to the Public Defender: (005.503) \$9,740.00</li> <li>• Data Management/Account Clerk (009.595): \$5,000.00</li> </ul>	<p><i>With all the changes in the office, we are looking to increase stipends/salaries effective 01/01/2023 to reflect the increased work load. Retro for this contract for dates 04/01/2022-12/31/2022 will be paid out 4<sup>th</sup> Quarter of 2023.</i></p> <p><i>Also, going through all the Grants to ensure proper stipend/salary pay out for the positions that they cover.</i></p>	<p>Motion: May Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>
<p><b>17. Amend Salary Schedule G:</b> To set salaries plus corresponding fringe provided through NYS Indigent Legal Services <b>HH Grant</b> (Contract CSTWIDEHH52 – year 5); effective 04/01/2022 - 03/31/2023. Said amounts to be paid biweekly <i>effective 01/01/2023</i>, retroactive funds from 04/01/22 to 12/31/2022 will be paid out 4<sup>th</sup> Quarter of 2023:</p> <ul style="list-style-type: none"> <li>• Data Management/Account Clerk (009.595) at an hourly rate of \$25.55 (annual equivalent of \$46,500.00)</li> <li>• Staff Social Worker (008.594) at an hourly rate of \$35.71 (annual equivalent of \$65,000.00)</li> <li>• Assistant Public Defender (6<sup>th</sup>) (012.503): \$77,500.00 annually</li> </ul>		<p>Motion: May Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>

## FINANCE COMMITTEE MEETING MINUTES

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Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center.*

Present: *Kehl, Grant*, Davis, Leuer (9:20 AM), May (9:05 AM), Brick, King, Becker

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle; D. Farberman/HR Director; B. Ryan/Board Chair (9:05 AM); J.

Wilkinson/County Attorney (9:07 AM);

Department Agenda Item	Discussion	Decision	Action
<p><b>18. Amend Salary Schedule G:</b> To set stipends plus corresponding fringe provided through NYS Indigent Legal Services (ILS) <b>4<sup>th</sup> Counsel at First Appearance</b> Grant (Contract CAFA456): Said amounts to be paid biweekly effective 01/01/2023 through contract year end 12/31/2025:</p> <ul style="list-style-type: none"> <li>• Public Defender (003.503) \$6,020.00</li> <li>• Assistant Public Defender (1<sup>st</sup>) (position code 004.503) \$2,500.00</li> <li>• Assistant Public Defender (2nd) (position 001.503) \$16,500.00</li> <li>• Assistant Public Defender (3rd) (position 002.503) \$3,010.00</li> <li>• Assistant Public Defender (5th) (position 010.503) \$18,000.00</li> <li>• Assistant Public Defender (6th) (position 012.503) \$2,500.00</li> <li>• Secretary to the Public Defender (position 005.503) \$2,750.00</li> <li>• Data Management/Account Clerk (position 009.503) \$1,000.00, <b>payable with the first available date of pay in 2023 (this position only).</b></li> </ul>	<p><i>Contract Period 01/01/2023-12/31/2025</i></p> <p><i>Grant application and acceptance put on 12-01-2022 agenda.</i></p>	<p>Motion: May Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: right; font-weight: bold;">*RESOLUTION</p>

## FINANCE COMMITTEE MEETING MINUTES

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Present: **Kehl, Grant**, Davis, Leuer (9:20 AM), May (9:05 AM), Brick, King, Becker

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle; D. Farberman/HR Director; B. Ryan/Board Chair (9:05 AM); J. Wilkinson/County Attorney (9:07 AM);

Department Agenda Item	Discussion	Decision	Action
<p><b>19. Amend Salary Schedule G:</b> To set stipends plus corresponding fringe provided through NYS Indigent Legal Services (ILS) <b>Distribution #13</b> (D13) Grant (Contract C130056). Said amounts to be paid biweekly effective 01/01/2023 through contract year end 12/31/2025:</p> <ul style="list-style-type: none"> <li>• Public Defender (position 003.503) \$2,520.00</li> <li>• Assistant Public Defender (3<sup>rd</sup>) (position 002.503) \$2,235.00</li> <li>• Assistant Public Defender (4th) (position 007.503) \$4,855.00</li> <li>• Secretary to the Public Defender (position 005.503) \$1,395.00</li> </ul>	<p><i>Contract Period 01/01/2023-12/31/2025</i></p>	<p>Motion: May Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: center;"><b>*RESOLUTION</b></p>
<p><b>20. Amend Salary Schedule G:</b> To set stipends plus corresponding fringe provided through <b>Division of Criminal Justice Services (DCJS)</b>, (80 South Swan Street, Albany NY, 12210) for the funding of <b>Wyoming County Data-Day, Alternatives to Incarceration (Contract C524139)</b>. Said amounts to be paid biweekly effective 01/01/2023 through contract year end 12/31/2023:</p> <ul style="list-style-type: none"> <li>• Public Defender (position 003.503): \$2,750.00</li> <li>• Assistant Public Defender (1<sup>st</sup>) (position code 004.503): \$2,750.00</li> <li>• Data Management/Account Clerk (position 009.503): \$5,500.00</li> <li>• Secretary to the Public Defender (position 005.503): \$5,500.00</li> </ul>	<p><i>Contract Period 01/01/2023-12/31/2023</i></p> <p><b>Positions to fill: Staff Social Worker, PT at annual equivalent of \$40,000.00 and Assistant Public Defender (7<sup>th</sup>) at \$75,000.00 annually. Positions are being posted on County website and outside sites.</b></p>	<p>Motion: May Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: center;"><b>*RESOLUTION</b></p>

**FINANCE COMMITTEE MEETING MINUTES**

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Present: **Kehl, Grant**, Davis, Leuer (9:20 AM), May (9:05 AM), Brick, King, Becker

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle; D. Farberman/HR Director; B. Ryan/Board Chair (9:05 AM); J. Wilkinson/County Attorney (9:07 AM);

<b>Department Agenda Item</b>	<b>Discussion</b>	<b>Decision</b>	<b>Action</b>
<p><b>21. Amend Salary Schedule S:</b> To set hourly wage plus corresponding fringe for one (1) <b>Secretary I</b> (position 006.350) under PUBLIC DEFENDER to reflect \$19.24/hr. (annual equivalent of \$35,016.80) ; Position start date, January 03, 2023.</p>	<p>The position will be funded as follows:</p> <ul style="list-style-type: none"> <li>• \$10,000.00 Hurrell-Harring</li> <li>• \$2,000.00 Counsel at First Appearance</li> <li>• \$701.00 Distribution #12</li> <li>• \$2,760.00 Distribution #13</li> <li>• \$19,555.80 Levy</li> </ul> <p>To make up an annual equivalent salary of \$35,016.80.</p>	<p>Motion: May Ayes: 7 Noes: Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p align="center"><b>*RESOLUTION</b></p>

*The County Administrator Sub-committee meeting to review survey results requested of Department Heads and Contract Agencies has been rescheduled to next week Tuesday, January 10, 2023 at 11:00 AM*

Signature of Committee Chairman: p/B. Kehl (minutes prepared by C. Ketchum).

Next Finance Committee Meeting scheduled for **Tuesday, February 07, 2023 @ 9:00 AM.**