Ontario County
Board of Supervisors

Todd **D**. **C**ampbell, Chairman
Ontario County Municipal Building
20 Ontario Street
Canandaigua, New York 14424

Andrew Wickham, Vice-Chair
Kristin A. Voss, Clerk
Diane R. Foster, Deputy Clerk

Phone: 585-396-4447
E-Mail: BOS@ontariocountyny.gov

AGENDA
REGULAR BOARD MEETING
May 11, 2023
6:30 PM

Room 218, 2nd Floor
74 Ontario Street, Canandaigua, NY 14424
and Via WebEx *https://ontariocountyny.webex.com*
Access Code **2335 252 6025** Password: **BOS2023**
Alternatively, you can call into the meeting at: **1-408-418-9388**

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REGULAR MEETING CALLED TO ORDER:

PLEDGE OF ALLEGIANCE: led by Supervisor Bill Namestnik, Town of Hopewell

ROLL CALL:

APPROVAL OF MINUTES: Minutes of the preceding session shall be approved without being read unless the reading thereof is called for by a Member of the Board.

REPORTS OF COUNTY OFFICIALS:

- Chris DeBolt, County Administrator

PRIVILEGE OF THE FLOOR (Speakers will be limited to three minutes):

- Recognition of the Finger Lakes Community College Men's Volleyball National Champions

COMMUNICATIONS and REPORTS ON FILE WITH THE CLERK'S OFFICE:

1. Copies received of minutes of meetings held as follows:
   - Health and Human Services Committee held on April 10, 2023
   - Planning and Environmental Quality Committee held on April 10, 2023
   - Public Works Committee held on April 10, 2023
   - Public Safety Committee held on April 12, 2023
   - Governmental Operations and Insurance Committee held on April 12, 2023
   - Ways and Means Committee held on April 12, 2023
   - FLCC Master Plan Committee held on March 27, 2023
   - SWIO meeting held on April 27, 2023

2. Resolutions 202-23 entitled "Authorization to Appoint Member to the Finger Lakes Workforce Investment Board" received from Wayne County.

3. Act No. 199-2023 entitled "Opposing Senate Bill 6282", received from Cattaraugus County.

4. Act No. 213-2023 entitled "Opposing Part N of Governor Hochul's Article VII Revenue Bill Regarding Appraisal of Large-Scale Solar and Wind Projects and Urging the Senate and Assembly to Reject this Proposed Legislation", received from Cattaraugus County.

5. Resolution No. 138 entitled "Resolution in Support of Efforts to Improve Probation and Alternatives to Incarceration in New York State to Protect the Public and Reduce Reliance on Prisons, Jails, and Detention", received from Franklin County.

6. Notice Letter of Public Hearing regarding the city of Geneva Industrial Development Agency and Nordozzi Holdings, LLC – Proposed Project and Financial Assistance received from City of Geneva Industrial Development Agency.

7. A letter regarding the City of Geneva Industrial Development Agency PILOT Expiration Dates received from Anne Nenneau, Chair.

8. Notice of Public Hearing regarding proposed Local Law Amending Section 132-15 "Preservation of natural Features" of the Zoning Chapter of the Code of the Town of Naples, received from Morgan Riesenberger, Town Clerk, Town of Naples.

9. March 2022 Happy Tails, Ontario County Human Society Director's Report, received from William Martin, Director.

10. An invitation to attend meetings to see the beginning developments of the Ontario County Humane Society's property project, received from Linda Vaughn, Board President, Happy Tails Animal Shelter, Ontario County Humane Society.

11. Notification of reduction of allocation and documents as an addendum to the original New York Systems Change and Inclusive Opportunities Networks (NY SCION) Subrecipient Agreement, received from Russell Oliver, Director, Division of Employment and Workforce Solutions, NYS Dept. of Labor.

12. Th final Notice of Obligational Authority (NOA) for the New York Systems Change and Inclusive Opportunities Networks (NY SCION PY-2) for Local Workforce Development Area-Ontario/Seneca/Waynes/Yates Counties, received from Russell Oliver, Director, Division of Employment and Workforce Solutions, NYS Dept. of Labor.

13. A letter regarding State Budget Delay, received from Frank H. Suits Jr., CEO, Suit-Kote Corporation.

14. The 2023 1st Quarter Sales Tax Revenue Report received from Mary Burnett, Manager of Audit, Ontario County Finance Dept.

15. The 2023 Ontario County Soil and Water Conservation District's Spring Newsletter received from Alaina Robarge, Conservation District Educator.

16. Resolution No. 2023-04-IC entitled "Resolution Supporting New York State Senate Bill S.2862 Authorizing Municipalities to Offer Real Property Tax Credits to Certain Volunteers who Live in One

Municipality but who Serve in Neighboring Municipalities", received from Inter-County Association of Western New York.

17. Resolution No. 2023-05-IC entitled "Resolution Supporting New York State Senate Bill S.2848 Increasing the Volunteer Firefighters' and Ambulance Workers' Credit", received from Inter-County Association of Western New York.

18. Resolution No. 2023-06-IC entitled "Resolution Supporting New York State Senate Bill S.4237 Enacts the "Omnibus Emergency Services Volunteer Incentive Act" to Provide Benefits to Volunteer Fire Fighters and Volunteer Ambulance Workers", received from Inter-County Association of Western New York.

19. Resolution No. 2023-07-IC entitled "Resolution Encouraging NYS Senate Assembly to Support and Enact an Amendment to Repeal Subpart (2) of Tax Law §606", received from Inter-County Association of Western New York.

20. Resolution No. 2023-08-IC entitled "Opposing Governor Hochul's New York Housing Compact Proposal and State Government Override of Local Zoning Laws", received from Inter-County Association of Western New York.

21. Resolution No. 2023-09-IC entitled "Opposing New York State's Poor Fiscal Plicies Resulting in Private Employer FUTA Credit Reductions", received from Inter-County Association of Western New York.

22. Resolution No. 2023-10-IC entitled "Opposing Minimum Wage Index to Inflation", received from Inter-County Association of Western New York.

23. Resolution No. 2023-11-IC entitled "Urging New York State Legislators to Advocate on Behalf of SUNY Community Colleges to Increase Funding to Community Colleges in the State Budget", received from Inter-County Association of Western New York.

24. Resolution No. 2023-12-IC entitled "Resolution Opposing the Inclusion of Part M of Article VII Revenue Bills in Governor Hochul's Proposed SFY 2024 Executive Budget Which Replaces the Current In Rem Tax Delinquency Foreclosure Process", received from Inter-County Association of Western New York.

25. Resolution No. 2023-13-IC entitled "Resolution Opposing Governor Kathy Hochul's Proposal to Ban the Sale of Natural Gas Stoves, Appliances, Water Heaters, and Other New Fossil Fuel Heating", received from Inter-County Association of Western New York.

26. Resolution No. 2023-14-IC entitled "Memorializing the Governor and New York State Legislature to Support Bill No. S2177/A4220 Which Would Amend the Penal Law and Cannabis Law in Relation to Including Certain Acts and Subsequent Penalties in the Criminal Sale of Cannabis", received from Inter-County Association of Western New York.

27. Resolution No. 2023-15-IC entitled "Resolution in Opposition to New York State' Legislative Proposal to Mandate All Local Boards of Elections to Hire Additional Full-Time Election Staff", received from Inter-County Association of Western New York.

28. The 2023 Second Quarter Regulatory Compliance Report received from Michele Smith, Compliance Officer, Ontario County.

REPORTS OF SPECIAL COMMITTEES:

REPORTS OF STANDING COMMITTEES:

- Chair Dave Phillips of Planning & Environmental Quality Committee for Chair David Hutchings, Finger Lakes Visitors Connection regarding National Travel and Tourism Week

RESOLUTIONS:

29. Renewal of Bid B19031 with Phoenix Graphics for Election Supplies
    Governmental Operations & Insurance

30. Reappointment of Sean Barry - Chief Information Officer
    Governmental Operations & Insurance

31. Appointment to the Search Committee for the Director of Real Property Tax Services
    Governmental Operations & Insurance

32. Appointments to the Ontario County Traffic Safety Board – Edelman, Santiago, Shaw, Bielowicz, and Moriarity
    Health & Human Services

33. Authorization to Contract with Rochester Occupational Therapy, PLCC – May 15, 2023-December 31, 2025
    Health & Human Services

34. Authorization of Sliding Fee Schedules for 2023 Department of Public Health
    Health & Human Services

35. Authority to Accept Grant Award – New York State Department of Health Immunization Action Plan Grant Program – April 1, 2023-March 31, 2028
    Health & Human Services

36. Authorization to Accept Grant for Strengthening Public Health Workforce and Foundational Capabilities – December 1, 2022 – November 30, 2027
    Health & Human Services

37. Authority to Cancel Uncollectible Debts – Ontario County Mental Health ~ 1st Quarter, 2023
    Health & Human Services

38. Appointment to the Search Committee for the Director of Community Public Health Position
    Health & Human Services

39. Amendment to Contract with Brand Builders, LLC for Backyard Composting Program Support
    Planning & Environmental Quality

40. Acceptance of the Clean Energy Communities Designation Grant from New York State Energy Research & Development Agency
    Planning & Environmental Quality

41. Resolution to Declare Lead Agency Status and Establish a Public Hearing for the 2022 Annual Inclusion of Viable Agricultural Land in Ontario County Consolidated Agricultural District One
Planning & Environmental Quality

42. Recognizing National Correctional Officer's Week - May 7-13, 2023
Public Safety

43. Recognizing Ontario County Jail Correctional Healthcare Nurses During National Nurses Week - May 6-12, 2023
Public Safety

44. Renewal of Bid B21055 – Public Safety Uniforms Ontario County
Public Safety

45. Intermunicipal Cooperation Agreement for Enhanced Court Security Services with the Town of Seneca
Public Safety

46. Authorization to Contract for Ontario Community Assessment Team Advisor
Public Safety

47. Capital Project No. H068-20 Contract with Pike Construction Services and Budget Transfer – FLCC Nursing Expansion Capital Project
Public Works

48. Capital Project No. H057-19 Authorization to Contract for the Replacement of a Fire hydrant at FLCC Main Campus and Budget Transfer – 2019 FLCC Maintenance Capital Project
Public Works

49. Establish Capital Project No. H095-23 as the 2023 FLCC Maintenance Capital Project
Public Works

50. Capital Project Nos. H080-21 and H095-23 Award of Bid B23016 and Authorization to Contract – FLCC Nursing Expansion Phase II Capital Project and 2023 FLCC Maintenance Capital Project
Public Works

51. Capital Project No. H095-23 Accept Quote for Asbestos Air Sampling and Visual Inspection for FLCC Science Lab Renovation – 2023 FLCC Maintenance Capital Project
Public Works

52. Capital Project Nos. H080-21 and H095-23 Authorize Professional Consultation Services Contract – LeChase Construction Services, LLC – FLCC Nursing Expansion Phase II Capital Project and 2023 FLCC Maintenance Capital Project
Public Works

53. Transfer of Funds – 2023 County Budget – Purchase of Laptop
Public Works

54. 2023 Standard Workdays for Elected Officials for Retirement Purposes – Sheriff David J. Cirencione & Coroner Terri D. Haskins
Ways & Means

55. Create a Position of Secretary I - Public Health
Ways & Means

56. Create A Licensed Practical Nurse Position and Abolish a Vacant Office Specialist I Position
Ways & Means

57. Create Assistant District Attorney Position
Ways & Means

58. Creation of Paralegal Specialist Position
Ways & Means

59. Authorize Memorandum of Agreement #2-2023 Between Ontario County and the Ontario County Sheriff and the Ontario County Police Benevolent Association Services
Ways & Means

60. Authorize Memorandum of Agreement #3-2023 Between Ontario County and the Ontario County Sheriff and the Ontario County Sheriff's General Unit
Ways & Means

61. Sale of Real Property Acquired Through Enforcement of Delinquent Taxes
Ways & Means

62. Authorization to Participate in Cooperative Bids Coordinated by Wayne Finger Lakes BOCES
Ways & Means

63. Authorize New Policy for Accepting Electronic Submission of Bids/Proposals
Ways & Means

64. Revision of the Ontario County Purchasing Procedures
Ways & Means

65. 2024-2025 County Budget Guidelines
Ways & Means

66. Authorization to Contract with Pracademic Partners for Leadership and Executive Coaching Services
Ways & Means

67. Reappointment of Michele O. Smith, Director of Human Resources
Ways & Means

UNFINISHED BUSINESS:

ADJOURNMENT:

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
RENEWAL OF BID B19031 WITH PHOENIX GRAPHICS
FOR ELECTION SUPPLIES

WHEREAS, The Ontario County Board of Supervisors awarded sealed bids for the printing of various election materials from May 26, 2019 to May 25, 2022 per Resolution No. 170-2019; and

WHEREAS, The Ontario County Board of Supervisors extended the awarded bids for the printing of various election materials for one (1) year from May 26, 2022 to May 25, 2023 per Resolution No. 129-2022; and

WHEREAS, Ontario County Board of Supervisors and the vendor, Phoenix Graphics, Inc.,1525 Emerson Street, Rochester, New York 15606, agreed to a second one-year renewal at no increase in cost for election materials from May 26, 2023 to May 25, 2024; and

WHEREAS, The Ontario County Board of Elections has budgeted sufficient monies in the amount of $80,000.00 for election supplies for both the Primary and General elections in 2023-2024; and

WHEREAS, The Ontario County Purchasing Department recommends renewal of this contract for an additional twelve-month period; and

WHEREAS, Renewal of this contract has been reviewed by the Governmental Operations and Insurance Committee and the Committee recommends said renewal at no increase in cost for the term of one year from May 26, 2023 to May 25, 2024; now, therefore, be it

RESOLVED, That the bid for various election materials be renewed with Phoenix Graphics for one (1) year.

PROPOSED

Return to Agenda

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
REAPPOINTMENT OF SEAN BARRY
CHIEF INFORMATION OFFICER

WHEREAS, Mr. Sean Barry's term of appointment as Chief Information Officer will expire on June 12, 2023; and

WHEREAS, The County Administrator has completed the performance review process with Mr. Barry and recommends reappointment; and

WHEREAS, The Governmental Operations and Insurance Committee supports the County Administrator's recommendation; now, therefore, be it

RESOLVED, That the Board of Supervisors hereby reappoints Mr. Sean Barry to the position of Chief Information Officer for a term of two years to commence June 13, 2023; and further

RESOLVED, That certified copies of this resolution be sent by the Clerk of this Board to the Acting County Clerk and Mr. Barry.

PROPOSED

Return to Agenda

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
APPOINTMENT TO THE SEARCH COMMITTEE FOR THE DIRECTOR OF REAL PROPERTY TAX SERVICES

WHEREAS, Ms. Donna LaPlant, Director of Real Property Tax Services has notified the County Administrator of her resignation; and

WHEREAS, It is the intent of the County to fill the vacancy of this position through the efforts of a Search Committee; and

WHEREAS, It is the prerogative of the Chairman of the Board of Supervisors to make appointments to such search committees in accordance with Rule No. 4 of the Rules and Order of Business of this Board; now, therefore, be it

RESOLVED, That the following individuals be appointed to the Search Committee for the Director of Real Property Tax Services for the duration of the search process:

Mr. Peter Ingalsbe, Chairperson of Search Committee
Supervisor, Town of Farmington

Mr. Mark Venuti,
Supervisor, Town of Geneva

Ms. Michele Smith,
Director of Human Resources

Ms. Holly Adams
County Attorney

;and further

RESOLVED, The duties of the Search Committee shall include advertising for the position, reviewing resumes, conducting interviews, and recommending a candidate to the Governmental Operations and Insurance Committee; and further

RESOLVED, That copies of this resolution be sent by the Clerk of the Board to the County Clerk and to the appointees.

PROPOSED

Return to Agenda

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
APPOINTMENT TO THE
ONTARIO COUNTY TRAFFIC SAFETY BOARD
EDELMAN, SANTIAGO, SHAW, BIELOWICZ, MORIARTY

WHEREAS, There are vacancies on the Board due to resignations and retirements of Kevin Case (Probation), Heidi Barend-Guerrie (DMV), Lt. Jeffrey Potter (Geneva Police Department) and Bonnie Maguire (Regional Transit Services); and

WHEREAS, The following individuals have expressed a willingness and desire to serve commencing April 1, 2023 and expiring on December 31, 2025:

Voting Member	Representing Department/Agency
Michael Edelman	Probation
Julia Santiago	Probation
Tracy Shaw	Department of Motor Vehicles
Sgt. Nicholas Bielowicz	Geneva Police Department
Joseph Moriarty	Regional Transit Services

WHEREAS, The Ontario County Traffic Safety Board and the Health and Human Services Committee recommend the appointments; now, therefore, be it

RESOLVED, That this Board of Supervisors does hereby appoint Michael Edelman, Julia Santiago, Tracy Shaw, Sgt. Nicholas Bielowicz and Joseph Moriarty to the Ontario County Traffic Safety Board; and further

RESOLVED, That copies of this resolution be sent by the Clerk of this Board to the County Clerk, the Ontario County Traffic Safety Board; and each appointee.

PROPOSED

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Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
AUTHORIZATION TO CONTRACT WITH
ROCHESTER OCCUPATIONAL THERAPY, PLLC
MAY 15, 2023 – DECEMBER 31, 2025

WHEREAS, The Ontario County Public Health Department, Children with Special Needs Program desires to contract with Rochester Occupational Therapy, PLLC, 9 ½ Donlon Street, Rochester, NY 14607 to provide preschool related services; and

WHEREAS, Rochester Occupational Therapy, PLLC has agreed to provide preschool related services; and

WHEREAS, The provider will be paid according to a mandated State rate schedule as specified in "Schedule A" of the contract; and

WHEREAS, The funds have been appropriated in the budget to pay the provider; and

WHEREAS, The Director of Public Health and the Health & Human Services Committee recommend this new contract; now, therefore, be it

RESOLVED, That upon the review and approval by the County Attorney as to form, the Board of Supervisors hereby approves the contract with Rochester Occupational Therapy, PLLC; and further

RESOLVED, That the contract shall cover the period of May 15, 2023 through December 31, 2025 at a rate not to exceed as noted on the Schedule A; and further

RESOLVED, That the County Administrator be, and is hereby, authorized and empowered to execute the agreement on behalf of the County of Ontario.

PROPOSED

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Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
AUTHORIZATION OF SLIDING FEE SCHEDULES FOR 2023
DEPARTMENT OF PUBLIC HEALTH

WHEREAS, The Department of Public Health establishes sliding fee schedules annually based on current year federal poverty guidelines for services provided, such as the administration of immunizations and lead testing; and

WHEREAS, The Department utilizes these schedules to determine whether a client is eligible for sliding fee payments; and

WHEREAS, The fee cannot exceed the maximum amount established by the NYSDOH; and

WHEREAS, The Director of Public Health and the Health and Human Services Committee have reviewed and recommend the use of updated sliding fee schedules on file with the Department of Public Health for services provided by the Department; now, therefore, be it

RESOLVED, That the sliding fee schedules on file with the Department be utilized for the determination of appropriate charges to clients for services such as the administration of immunizations and lead testing effective April 1, 2023 and until such time as federal poverty guideline information is updated.

PROPOSED

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Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
AUTHORITY TO ACCEPT GRANT AWARD
NEW YORK STATE DEPARTMENT OF HEALTH
IMMUNIZATION ACTION PLAN GRANT PROGRAM
APRIL 1, 2023 – MARCH 31, 2028

WHEREAS, The New York State Department of Health distributes immunization funds to Ontario County via its participation in a consortium of counties; and

WHEREAS, Ontario County Public Health has determined that it is important to use the money allotted for immunization services for county residents as funding for personnel and supplies; and

WHEREAS, The New York State Department of Health has provided Ontario County Public Health with a five-year reimbursement grant (NYSDOH Contract # C38458GG) for the Immunization Action Plan; and

WHEREAS, The grant term is April 1, 2023, through March 31, 2028; and

WHEREAS, The State has determined the reimbursable amount to Ontario County is $56,254 annually with a total five-year funding amount of $281,270; and

WHEREAS, The Director of Public Health, the Health and Human Services and the Ways & Means Committee have reviewed this resolution to accept this grant contract; now, therefore, be it

RESOLVED, That upon review and approval by the County Attorney as to form, the Board of Supervisors hereby approves a five year contract with the New York State Department of Health in the amount of $281,270 ($56,254 per year for five years); and further

RESOLVED, That the grant shall cover the period of April 1, 2023 through March 31, 2028; and further

RESOLVED, That the County Administrator be and hereby is authorized and empowered to execute said contract and all other documents necessary or appropriate to effectuate the purposes of this resolution; and further

RESOLVED, That the Department of Finance is hereby authorized to make any and all budgetary and accounting entries to affect the intent of this resolution.

PROPOSED

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Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
AUTHORIZATION TO ACCEPT GRANT
STRENGTHENING PUBLIC HEALTH WORKFORCE
AND FOUNDATIONAL CAPABILITIES
DECEMBER 1, 2022 – NOVEMBER 30, 2027

WHEREAS, Ontario County has been awarded a grant through Health Research Incorporated (HRI) from the New York State Department of Health (NYSDOH) for the purpose of strengthening the public health workforce and foundational capabilities; and

WHEREAS, This funding is supported by a CDC sponsored grant titled Strengthening U.S. Public Health Infrastructure, Workforce and Data Systems, CFDA# 93.967; and

WHEREAS, The funds will be used to hire a Public Health support staff member, Secretary I, to provide additional support to the Public Health Nurses and Director of Preventive Services; and

WHEREAS, This will free up time allowing the Public Health Nurses to work on additional programing and coalition efforts to focus on the rural and underserved communities in our county; and

WHEREAS, Ontario County Public Health has been awarded $631,756.00 in a one lump sum for a five-year grant period for the term of December 1, 2022 through November 30, 2027; and

WHEREAS, Ontario County Public Health cannot exceed $126,351.20 per year within the five-year grant period; and

WHEREAS, The Director of Public Health, the Health and Human Services, and the Ways and Means Committees have reviewed this resolution and recommend acceptance of this grant; now, therefore, be it

RESOLVED, That upon review and approval by the County Attorney as to form, the Board of Supervisors, hereby approves the acceptance of this grant with the Health Research, Inc., Riverview Center, 150 Broadway, Ste. 280, Menands, New York 12204-2893 in the amount of $631,756 for the term of December 1, 2022 through November 30th, 2027; and further

RESOLVED, That the Ontario County Public Health not exceed $126,351.20 per year within the five-year grant; and further

RESOLVED, That the County Administrator be and hereby is authorized and empowered to

PROPOSED

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execute said grant and all other documents necessary or appropriate to effectuate the purposes of this resolution; and further

RESOLVED, That the following budget table be applied:

To	Description	Revenue	Appropriation
40102306 44489	Federal Aid Other Health	$ 631,756	
40102306 51700	Full Time Hourly		$ 390,075
40102306 58010	NYS Retirement		$ 36,380
40102306 58020	FICA		$ 22,740
40102306 58021	Medicare		$ 5,552
40102306 58060	Cafeteria Plan		$ 160,000
40102306 58067	Dental Insurance		$ 2,000
40102306 58070	401A County Contribution		$ 6,259
40102306 58075	HRA		$ 8,750.

;and further

RESOLVED, That the Ontario County Finance Department is hereby authorized to make any and all budgetary and accounting entries to affect the intent of this resolution; and further

RESOLVED, That the position of Secretary I supported by this grant shall be abolished at such a time as the grant funding expires.

PROPOSED

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
AUTHORITY TO CANCEL UNCOLLECTIBLE DEBTS
ONTARIO COUNTY MENTAL HEALTH ~ 1st QUARTER 2023

WHEREAS, The Ontario County Department of Mental Health has provided services for residents of our community and have made multiple attempts to collect outstanding balances for services that were provided; and

WHEREAS, Balances for services rendered, which range in dates from 2017 through March 2023, have remained on the accounts receivable ledger in the amounts of $14,656.65 and have now been determined to be uncollectible; and

Source	Time Period	Amount
Uncollectible Debt	1st QTR 2023	$14,656.65
GRAND TOTAL		$14,656.65

WHEREAS, The Health & Human Services Committee and the Ways & Means Committee have reviewed and are recommending that these unpaid balances be discharged; now, therefore, be it

RESOLVED, That said accounts totaling $14,656.65 be, and hereby are, deemed uncollectible, and the Ontario County Mental Health Department is hereby authorized to remove the unpaid balances from its accounts receivable ledger; and further

RESOLVED, That the Ontario County Finance Department is authorized to make the necessary accounting and budget entries to affect the intent of this Resolution.

PROPOSED

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Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
APPOINTMENT TO THE SEARCH COMMITTEE FOR THE DIRECTOR OF COMMUNITY PUBLIC HEALTH POSITION

WHEREAS, Ms. Mary Beer, Director of Community Public Health has indicated she intends to retire on or before August 2, 2023; and

WHEREAS, It is the intent of the County to fill the vacancy of this position through the efforts of a Search Committee; and

WHEREAS, It is the prerogative of the Chairman of the Board of Supervisors to make appointments to such search committees in accordance with Rule No. 4 of the Rules and Order of Business of this Board; now, therefore, be it

RESOLVED, That the following individuals be appointed to the Search Committee for the Director of Community Public Health for the duration of the search process:

Mr. Andrew Wickham, Chairperson of Search Committee
Supervisor, Town of Seneca

Mr. Jared Simpson,
Supervisor, Town of Canandaigua

Ms. Alissa Bub,
Deputy County Administrator

Ms. Lindsey Burgess
Deputy Director of Human Resources

Mr. Peter Guarino,
Deputy Director Community Mental Health Services

and further

RESOLVED, The duties of the Search Committee shall include advertising for the position, reviewing resumes, conducting interviews, and recommending a candidate to the Health and Human Services Committee; and further

PROPOSED

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RESOLVED, That copies of this resolution be sent by the Clerk of the Board to the County Clerk and to the appointees.

PROPOSED

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
AMENDMENT TO CONTRACT WITH BRAND BUILDERS, LLC.
FOR BACKYARD COMPOSTING PROGRAM SUPPORT

WHEREAS, Resolution No. 297-2014 authorized the adoption of the County's Local Solid Waste Management Plan; and

WHEREAS, The Local Solid Waste Management Plan identifies numerous implementation tasks, including encouraging the management of organic waste; and

WHEREAS, Resolution No. 176-2023 awarded Brand Builders, LLC RFP R23044 and authorized execution of a contract for services related to the distribution of backyard composting kits; and

WHEREAS, An increase in interest in the program has created a demand for additional composting kits; and

WHEREAS, The Department would like to purchase additional composting kits to continue this year's program; and

WHEREAS, Additional funds are necessary to continue to offer this program; and

WHEREAS, Said funds are budgeted in the Local Solid Waste Management Plan Budget; and

WHEREAS, The Planning & Environmental Quality Committee has reviewed this resolution and recommends approval of amendment to the contract with Brand Builders; now, therefore, be it

RESOLVED, That upon the review and approval of the County Attorney as to form, the Ontario County Board of Supervisors hereby approves this amendment to the Agreement with Brand Builders, LLC for an additional amount of Seven Thousand Dollars ($7,000), and a total amended contract not to exceed Twenty Seven Thousand Dollars ($27,000.00); and further

RESOLVED, The amendment to the contract shall be from May 1, 2023 to December 31, 2023; and further

RESOLVED, That the County Administrator be, and hereby is, authorized and empowered to execute said amendment to the contract with Brand Builders, LLC, and all other documents necessary to effectuate the purpose of this resolution; and further

PROPOSED

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RESOLVED, That the Department of Finance is directed to make all necessary budgetary and accounting entries to effect the intent of this resolution.

PROPOSED

Return to Agenda

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
ACCEPTANCE OF THE CLEAN ENERGY COMMUNITIES DESIGNATION GRANT FROM NEW YORK STATE ENERGY RESEARCH & DEVELOPMENT AGENCY

WHEREAS, Resolution No. 336-2022 directed the Director of Planning and the Director of Solid Waste to work together and with the Clean Energy Community Coordinator at Genesee/Finger Lakes Regional Planning Council to document completed projects eligible as high impact actions under the Climate Smart and Clean Energy Programs, identify additional funding and actions available to Ontario County, and review those actions and funding opportunities with the County Administrator; and

WHEREAS, Ontario County has prepared an application for a grant from New York State Energy Research and Development Agency Project # N/A; Contract Number# N/A; CFDA# N/A; MUNIS# G2306 for $5,000; and

WHEREAS, Ontario County completed at least four high-impact actions, and earn Clean Energy Community Designation. Such designation resulted in Ontario County being eligible for a one-time $5,000 grant to be used toward future sustainability programs; and

WHEREAS, The Planning and Environmental Quality Committee and the Ways and Means Committee recommend adoption of this resolution; now, therefore, be it

RESOLVED, That this Board does hereby accept said grant from the New York State Energy Research and Development Agency in the amount of five Thousand dollars ($5,000.00); and further

RESOLVED, That the County Finance Department is hereby directed to amend the Budget as follows:

Line	Description	Amount
80202306 43089	State Aid - Other	+$5,000.00
80202306 54260	Consultation and Professional	+$5,000.00

; and further

RESOLVED, That the Ontario County Department of Finance is authorized to make all necessary budgetary and accounting entries to effect the intent of this resolution and any unused monies shall roll forward to future years; and further

PROPOSED

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RESOLVED, That upon review and approval by the County Attorney as to form, the Board of Supervisors hereby accepts grant from the New York State Energy Research and Development Agency and authorizes and empowers the County Administrator to execute all necessary paperwork to accept said grant from the New York State Energy Research and Development Agency in an amount not to exceed Five Thousand Dollars ($5,000.00).

PROPOSED

Return to Agenda

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
RESOLUTION TO DECLARE LEAD AGENCY STATUS AND ESTABLISH A PUBLIC HEARING FOR THE 2022 ANNUAL INCLUSION OF VIABLE AGRICULTURAL LAND IN ONTARIO COUNTY CONSOLIDATED AGRICULTURAL DISTRICT ONE

WHEREAS, In accordance with Article 25 AA §303-b. of the New York State Agriculture and Markets Law, this Board of Supervisors established by Resolution No. 294-2004 an annual thirty (30) day period be held November 1-30 within which a landowner may submit to the Board of Supervisors a request for inclusion of viable agricultural land within a certified agricultural district prior to the county established review period; and

WHEREAS, The following parcels have been proposed for inclusion:

Municipality	Owner	Tax Map No.	Acres	Property Address
T. Canadice	Kurta, Eric S.	162.00-1-34.110	45	9739 Coykendall Road
T. Canadice	Kurta, Eric S.	162.00-1-22.000	1	9740 Coykendall Road
T. Gorham	Shuryn, Susan M.	127.15-1-65.000	41	4586 Wild Rose Lane
T. S. Bristol	Bison View Vineyards, LLC	168.00-1-46.220	21	6080 Hicks Road
		Total Acres	108	

; and

WHEREAS, The New York State Department of Environmental Conservation has identified this as an Unlisted Action under the New York State Environmental Quality Review Act (SEQR) and its implementing regulations found at 6 NYCRR Part 617; and

WHEREAS, A Short Environmental Assessment Form Part 1 has been prepared by the County Planning Department and submitted to this Board by the Planning and Environmental Quality Committee for said action; and

WHEREAS, SEQR allows a coordinated review of projects where more than one agency is involved; and

WHEREAS, Article 25 AA §303-b. of the New York State Agriculture and Markets Law requires a public hearing be held for the purpose of hearing comments on the parcels proposed for inclusion; now, therefore, be it

PROPOSED

Return to Agenda

RESOLVED, That this Board hereby establishes its desire to act as lead agency pursuant to SEQR for the environmental review of the proposed inclusions to Ontario County Consolidated Agricultural District One; and further

RESOLVED, That a public hearing shall be held to hear and consider any and all comments from the public concerning the proposed requests to include lands viable agricultural lands into Consolidated Agricultural District One, the recommendation of the Ontario County Agriculture Enhancement Board, and any potential environmental impacts; and further

RESOLVED, That said hearing be scheduled for 6:30 pm on Thursday, June 1, 2023 at 74 Ontario Street, Canandaigua, New York; and further

RESOLVED, That the Clerk of this Board is hereby authorized and empowered to advertise said public hearing in the official newspapers of the County of Ontario; and further

RESOLVED, That the Clerk of this Board is hereby authorized and empowered to circulate to all interested and involved agencies the Part 1 of the Short Environmental Assessment Form with a letter stating this Board's desire to serve as lead agency pursuant to SEQR for the environmental review of this action and soliciting any comments relevant to a determination of significance or objection to this Board serving as lead agency; and further

RESOLVED, That the Clerk of this Board send certified copies of this resolution, the _Draft 2022 Annual Agricultural District Enrollment Report: Proposed Inclusion of Viable Lands to Ontario County Consolidated Agricultural District One and the Short Environmental Assessment Form to the Commissioner of the New York State Department of Environmental Conservation, the Region 8 Office of the Department of Environmental Conservation, the Commissioner of the New York State Department of Agriculture and Markets, and the Clerks for the Towns of Canadice, Gorham, and South Bristol.

PROPOSED

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
RECOGNIZING NATIONAL CORRECTIONAL OFFICER'S WEEK
MAY 7-13, 2023

WHEREAS, On May 5, 1984, President Ronald Reagan did proclaim that the first full week of May each year would be observed as National Correctional Officers Week, in recognition of the important role Corrections Officers play in our criminal justice system; and

WHEREAS, In the year 2023 Correctional Officers and other Correctional Employees continue to play that important role, but in an ever more stressful and dangerous environment due to an increasingly violent jail population with less restrictive measures of discipline having been mandated; and

WHEREAS, The position of Correctional Officer has become increasingly more complex and demanding, involving simultaneously custodial, supervisory, behavior modification, and counselling roles, and that complexity continues to grow; and

WHEREAS, The Ontario County Board of Supervisors wishes to acknowledge the difficult job we ask these officers and employees to perform, locked inside a facility for a large part of their day, where they must securely, safely, and humanely house all of the incarcerated individuals, either convicted or un-sentenced; and

WHEREAS, The important and difficult role these Correctional Officers and correctional employees fulfill is not always recognized or appreciated by the general public; and

WHEREAS, The Ontario County Board of Supervisors is desirous of recognizing the excellent work being done by the Correctional Officers and Correctional Employees at the Ontario County Jail; now, therefore, be it

RESOLVED, That the Ontario County Board of Supervisors, at the request of the Sheriff, declares the week of May 7 - May 13, 2023 to be National Correctional Officer's Week in Ontario County in honor of our Correctional Officers and Correctional Employees for their dedicated and exceptional service to the people of Ontario County, and extend to those public servants our gratitude for striving for the safety of all persons in Ontario County.

PROPOSED

Return to Agenda

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
RECOGNIZING ONTARIO COUNTY JAIL CORRECTIONAL HEALTHCARE NURSES DURING NATIONAL NURSES WEEK MAY 7-13, 2023

WHEREAS, On March 25th, 1982, President Ronald Reagan signed a proclamation declaring "National Recognition Day for Nurses" to be May 6, 1982, and in 1990 the American Association of Nurses Board of Directors expanded the recognition of nurses to a week-long celebration, declaring May 6 – 12, 1991 as National Nurses Week, which became permanent in 1994; and

WHEREAS, National Nurses Week is an opportunity to recognize the contributions of the nurses who work tirelessly across all health care sectors, including on the front lines in hospitals, long-term care homes, primary care, and those working in the public health community sector, education and research; and

WHEREAS, In addition to the recognition of the dedicated individuals within the aforementioned healthcare sectors, the Ontario County Sheriff desires to specifically recognize the much less public-facing sector of the nursing profession within the Correctional Healthcare system; and

WHEREAS, Nurses who work in correctional settings deliver care to incarcerated individuals with increased risk of infectious diseases, mental health disorders, chronic medical conditions, and acute or emergent problems requiring immediate intervention; and

WHEREAS, The nurses within the Correctional Healthcare Division of the Sheriff's Office have long provided the utmost care for the medical and mental well-being of all incarcerated individuals of Ontario County and are committed to providing them with high-quality care while treating them with dignity, respect, and professional expertise; and

WHEREAS, The Ontario County Public Safety Committee is desirous of specifically recognizing the Sheriff's Office Nurses during National Nurses Week for their exceptional work and the special dedication to public service required to enter into the field of Correctional Healthcare; now, therefore be it

RESOLVED, That the Ontario County Board of Supervisors, at the request of the Sheriff and the Public Safety Committee, declare the week of May 6 - May 12, 2023 to be National Nurses Week and further give special recognition to the nurses within the Correctional Healthcare Division of the Ontario County Sheriff's Office for their dedicated and exceptional service to the people of Ontario County, and extend to those public servants our gratitude for striving for the health and well-being of all persons in Ontario County.

PROPOSED

Return to Agenda

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
RENEWAL OF BID B21055
PUBLIC SAFETY UNIFORMS ONTARIO COUNTY

WHEREAS, Resolution No. 450-2021 awarded a bid to United Uniform Distribution, LLC and Galls, LLC for the purchase of Public Safety Uniforms (B21055); and

WHEREAS, United Uniform Distribution, LLC and Galls, LLC have agreed to renew for an additional twelve months with the allowable CIP increase of 6% for United Uniform Distribution, LLC and the allowable CIP increase of 6% for Galls, LLC; and

WHEREAS, The Public Safety Committee has reviewed this proposal and recommends accepting this bid renewal; now, therefore, be it

RESOLVED, That the Bid (B21055) for the purchase of Public Safety Uniforms be renewed with United Uniform Distribution, LLC, 495 North French Road, Buffalo, New York, 14428 with the CIP increase of 6% and Galls, LLC, 1340 Russell Cave Road, Lexington Kentucky 40505 with the CIP increase of 6% for the term of July 13, 2023 through July 12, 2024, by the Ontario County Board of Supervisors; and further

RESOLVED, That a certified copy of this resolution be sent by the Clerk of this Board to United Uniform Distribution LLC and Galls LLC.

PROPOSED

Return to Agenda

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
INTERMUNICIPAL COOPERATION AGREEMENT FOR ENHANCED COURT SECURITY SERVICES WITH THE TOWN OF SENECA

WHEREAS, The Town of Seneca has determined there is a need for enhanced court security services within its jurisdiction; and

WHEREAS, The Ontario County Sheriff's Office is capable of providing the requisite manpower, and expertise to perform such services with Part-Time County Police Officers for the Town of Seneca; and

WHEREAS, The Public Safety Committee has reviewed the matter and recommends authorization to enter into an intermunicipal cooperation agreement for the provision of such services; now, therefore, be it

RESOLVED, That the Ontario County Sheriff's Office is authorized and empowered to enter into an intermunicipal cooperation agreement with the Town of Seneca for the provision of enhanced court security services in that jurisdiction not to exceed $7,000 for the term of approximately 4 hours per week for the term of May 12, 2023, through December 31, 2023; and further

RESOLVED, That upon review and approval by the County Attorney as to form, the Board of Supervisors hereby approves an agreement with the Town of Seneca for enhanced court security services; and further

RESOLVED, That the County Administrator be, and hereby is, authorized and empowered to execute said agreement with the Town of Seneca and all other documents necessary to effectuate the purposes of this resolution.

PROPOSED

Return to Agenda

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
AUTHORIZATION TO CONTRACT FOR
ONTARIO COMMUNITY ASSESSMENT TEAM ADVISOR

WHEREAS, Ontario County received and accepted funding from the New York State Division of Homeland Security and Emergency Services Domestic Terrorism Prevention Grant via resolution 51-2023; and

WHEREAS, The Domestic Terrorism Prevention Grant is to support the Governor's Executive Order 18, which directed that a plan be developed and maintained for the response and prevention of Domestic Terrorism within the County jurisdiction; and

WHEREAS, The Board of Supervisors designated the Campbell Commission as the mechanism to address the provisions of Executive Order 18, with the Ontario County Sheriff's Office as the implementing agency for the county-wide threat assessment management team; and

WHEREAS, In accordance with Resolution 841-2022, the Campbell Commission submitted the required Domestic Terrorism Prevention Plan which designated a significant portion of the Domestic Terrorism Prevention Grant to training and building organizational capacity through the engagement of a consultant to facilitate the creation and implementation start of a threat assessment management team; and

WHEREAS, The Campbell Commission solicited proposals via RFP (R23056) for a qualified consultant to establish and coordinate a threat assessment management team, called the Ontario Community Advisory Team, train relevant stakeholders, and launch a public relations campaign to promote community awareness; and

WHEREAS, Following a thorough review of the two proposals received, it is recommended to award the contract to AT-RISK International, 14100 Parke Long St., Suite P, Chantilly, VA 20151 for a total project cost not to exceed $132,600 using the Domestic Terrorism Prevention Grant award; and

WHEREAS, The Public Safety Committee recommends the adoption of this resolution; now, therefore, be it

PROPOSED

Return to Agenda

RESOLVED, The County Administrator is hereby authorized to sign the contract with AT-RISK International upon review and approval of the County Attorney as to form and any other documents necessary to effectuate the purpose of this resolution; and further

RESOLVED, That the term of said contract shall commence on May 12, 2023 and end on December 31, 2024; and further

RESOLVED, That if a no cost time extension of up to six (6) months is necessary, the Board of Supervisors hereby approves such extension subject to review and approval by the Public Safety Committee, and further

RESOLVED, That the Department of Finance is authorized to make all necessary budgetary and accounting entries to affect the intent of this resolution.

PROPOSED

Return to Agenda

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
CAPITAL PROJECT NO. H068-20
CONTRACT WITH PIKE CONSTRUCTION SERVICES
AND BUDGET TRANSFER
FLCC NURSING EXPANSION CAPITAL PROJECT

WHEREAS, Resolution No. 302-2020 established Capital Project No. H068-20 as the FLCC Nursing Expansion Capital Project; and

WHEREAS, Resolution No. 191-2021 awarded the bid for General Contracting to G.M. Crisalli & Associates, Inc.; and

WHEREAS, After the 6-month warrantee review, G.M. Crisalli & Associates was contacted to perform additional work related to the FLCC Nursing Expansion Capital Project, however G.M. Crisalli & Associates would prefer not to complete the additional work due to being very busy at this time and not having personnel available to oversee subcontractors in the field; and

WHEREAS, Resolution No. 595-2022 renewed Bid B21086 On-Demand Construction Services, which named The Pike Company, One Circle Street, Rochester, New York 14607 as the primary vendor for on-demand General Construction Services; and

WHEREAS, The Pike Company submitted a quote dated April 19, 2023, for the punch list items that need to be completed for an amount not to exceed Seventeen Thousand Three Hundred Dollars ($17,300.00), a copy of which is on file with the Clerk of the Board; and

WHEREAS, The General Construction budget line of Capital Project No. H068-20 currently has an unencumbered balance of $2,683.20, and sufficient funds are available in the contingency line to fund the remainder of the cost of the proposed additional work; and

WHEREAS, The Public Works Committee and Ways and Means Committee recommend adoption of this resolution; now, therefore, be it

RESOLVED, That the budget of Capital Project No. H068-20 be, and hereby is amended as follows:

PROPOSED

Return to Agenda

Line	Description	Current Budget	Change	Revised Budget
Appropriations:				
HHH06820 52100	Furniture & Furnishings	$250,000.00	$0.00	$250,000.00
HHH06820 52300	Equipment, Computer	$220,000.00	$0.00	$220,000.00
HHH06820 54053	Construction Tests/Inspections	$20,000.00	$0.00	$20,000.00
HHH06820 54260	Consultation & Professional	$470,765.00	$0.00	$470,765.00
HHH06820 54444	Financing of Debt	$82,122.00	$0.00	$82,122.00
HHH06820 54491	General Construction	$3,872,486.23	+ $14,616.80	$3,887,103.03
HHH06820 54493	Electric Work	$532,049.03	$0.00	$532,049.03
HHH06820 54494	Plumbing Work	$573,169.00	$0.00	$573,169.00
HHH06820 54495	Architectural/Engineering	$523,000.00	$0.00	$ 523,000.00
HHH06820 54498	Asbestos and Related Testing	$2,000.00	$0.00	$2,000.00
HHH06820 54521	HVAC	$633,692.59	$0.00	$633,692.59
HHH06820 54731	Contingency	$17,142.00	-$14,616.80	$2525.20
HHH06820 54743	Change Order Contingency	$30,852.15	$0.00	$30,852.15
HHH06820 54865	Administration	$5,000.00	$0.00	$5,000.00
Revenues:				
HHH06820 42397	FLCC Revenue	$7.200.00	$0.00	$7,200.00
HHH06820 42705	Gifts and Donations	$750,000.00	$0.00	$750,000.00
HHH06820 43297	State Aid	$3,575,078.00	$0.00	$3,575,078.00
HHH06820 45710	Serial Bonds	$2,900,000.00	$0.00	$2,900,000.00

; and further

RESOLVED, That subject to review and approval of the County Attorney as to form, the Board of Supervisors hereby approves a contract with The Pike Company, One Circle Street, Rochester, New York 14607, to complete the remaining punch list items related to the FLCC Nursing Expansion Capital Project as detailed in their quote dated April 19, 2023, in an amount not to exceed Seventeen Thousand Three Hundred Dollars ($17,300.00) and authorizes and empowers the County Administrator to execute a contract with said firm for said amount; and further

RESOLVED, That the term of said contract shall commence on May 12, 2023, and terminate on December 31, 2023; and further

RESOLVED, That the cost of said contract shall be paid from budget line HHH06820 54491

PROPOSED

– General Construction of Capital Project No. H068-20; and further

RESOLVED, That the Department of Finance is directed to make all necessary budget and accounting entries to affect the intent of this resolution for a total project budget of Seven Million Two Hundred Thirty-Two Thousand Two Hundred Seventy-Eight Dollars ($7,232,278.00); and further

RESOLVED, That certified copies of this resolution be sent by the Clerk of this Board to the County Finance Department and the Vice President of Administration and Finance at Finger Lakes Community College.

PROPOSED

Return to Agenda

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
CAPITAL PROJECT NO. H057-19
AUTHORIZATION TO CONTRACT FOR THE
REPLACEMENT OF A FIRE HYDRANT AT FLCC MAIN CAMPUS
AND BUDGET TRANSFER 2019 FLCC MAINTENANCE CAPITAL PROJECT

WHEREAS, Resolution No. 360-2019 established Capital Project No. H057-2019 as the 2019 FLCC Maintenance Capital Project in the amount of One Million Two Hundred Seventy-Nine Thousand Dollars ($1,279,000.00); and

WHEREAS, Said project includes funding for site work and repair at Finger Lakes Community College (FLCC); and

WHEREAS, A fire hydrant at the FLCC Main Campus near the CMAC buildings has a non-repairable leak and must be replaced; and

WHEREAS, Resolution No. 855-2022 Renewal of Material and Services Bids, Bid B21023, authorized C. P. Ward Inc., as a contractor for road and sewer repairs; and

WHEREAS, C.P. Ward Inc., 100 W. River Road, Scottsville, NY 14546, submitted a quote dated April 12, 2023, to furnish labor, equipment and materials to replace one fire hydrant at the FLCC Main Campus for a total amount not to exceed Twenty-Four Thousand Nine Hundred Forty-Five Dollars ($24,945.00), a copy of which is on file with the Clerk of this Board; and

WHEREAS, Sufficient funds exist in the budget of the 2019 FLCC Maintenance Capital Project to fund this contract; and

WHEREAS, The Public Works Committee recommends acceptance of this resolution; now, therefore, be it

RESOLVED, That the budget of Capital Project No. H057-19 be, and hereby is, amended as follows:

Line	Description	Current Budget	Change	Revised Budget
Appropriations:				
HHH05719 52550	Signal & Communication	$246,638.97	$0.00	$246,638.97
HHH05719 54053	Construction Inspections	$3,100.00	$0.00	$3,100.00
HHH05719 54101	Minor Equipment	$76,961.03	$0.00	$76,961.03
HHH05719 54260	Consultation &	$185,000.00	$0.00	$185,000.00

PROPOSED

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	Professional			
HHH05719 54491	General Construction	$376,900.00	- $12,945.00	$363,955.00
HHH05719 54493	Electric	$281,379.31	$0.00	$281,379.31
HHH05719 54494	Plumbing	$12,000.00	+ $12,945.00	$24,945.00
HHH05719 54521	HVAC	$30,620.69	$0.00	$30,620.69
HHH05719 54602	Equipment Computer Minor	$26,400.00	$0.00	$26,400.00
HHH05719 54743	Change Order Contingency	$35,000.00	$0.00	$35,000.00
HHH05719 54865	Administration	$5,000.00	$0.00	$5,000.00
Revenues:				
HHH05719 42397	FLCC Revenue – Other	$50,000.00	$0.00	$50,000.00
HHH05719 43297	State Aid	$639,500.00	$0.00	$639,500.00
HHH05719 45031	A – Interfund Transfer	$589,500.00	$0.00	$589,500.00

; and further

RESOLVED, That subject to review and approval of the County Attorney as to form, the Board of Supervisors hereby accepts the quote from C. P. Ward Inc. to furnish labor, equipment and materials to replace one fire hydrant at the FLCC Main Campus in the amount not to exceed Twenty-Four Thousand Nine Hundred Forty-Five Dollars ($24,945.00) and authorizes and empowers the County Administrator to execute a contract with said contractor for said amount; and further

RESOLVED, That the cost of said contract shall be paid from line HHH05719 54494 – Plumbing Work of Capital Project No. H057-19; and further

RESOLVED, That the term of said contract shall commence on May 12, 2023, and terminate on August 31, 2023; and further

RESOLVED, That the Department of Finance is authorized to make all necessary budgetary and accounting entries to effect the intent of this resolution for a total project budget of One Million Two Hundred Seventy Nine Thousand Dollars ($1,279,000.00); and further

RESOLVED, That certified copies of this resolution be sent by the Clerk of this Board to the County Finance Department and the Vice President of Administration and Finance at Finger Lakes Community College.

PROPOSED

Return to Agenda

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
ESTABLISH CAPITAL PROJECT NO. H095-23
AS THE 2023 FLCC MAINTENANCE CAPITAL PROJECT

WHEREAS, Resolution No. 712-2023 adopted the Ontario County 2023-2028 Capital Improvement Plan (CIP); and

WHEREAS, Said CIP included project FLCC-2023 for One Million Five Hundred Thousand Dollars, 50% ($750,000.00) funded by the State of New York through the State University of New York (SUNY), and 50% ($750,000.00) funded by Ontario County; and

WHEREAS, The 2023-2024 New York State Budget has authorized state funding in the amount of Seven Hundred Fifty Thousand Dollars ($750,000.00) for the 2023 FLCC Maintenance Capital Project; and

WHEREAS, FLCC has proposed to use said funding for the renovation of the 3rd floor Science Laboratory Room 3256 adjacent to the Nursing Expansion Phase I project; and

WHEREAS, The Public Works Committee and the Ways and Means Committee recommend adoption of this resolution; now, therefore, be it

RESOLVED, That the Ontario County Board of Supervisors hereby establishes Capital Project No. H095-23, entitled 2023 FLCC Maintenance Capital Project, and assign it budget number HHH09523; and further

RESOLVED, That the following budget transfer be, and hereby is approved:

Line	Description	Change
AA249599 54030	Contrib FLCC – Repair/Maint Bldg/Property	- $750,000.00
AA995099 59000	Transfer to Capital Project	+ $750,000.00

; and further

RESOLVED, That the budget for Capital Project No. H095-23 be, and hereby is, established as follows:

Line	Description	Amount
Appropriations:		
HHH09523 52100	Furniture & Furnishings	$475,000.00
HHH09523 54260	Consultation & Professional	$69,105.00

PROPOSED

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HHH09523 54491	General Construction	$390,000.00
HHH09523 54493	Electric Work	$142,937.91
HHH09523 54494	Plumbing	$113,000.00
HHH09523 54498	Asbestos & Related Testing	$992.00
HHH09523 54521	HVAC	$223,511.00
HHH09523 54731	Contingency	$34,454.09
HHH09523 54743	Change Order Contingency	$50,000.00
HHH09523 54865	Administration	$1,000.00
Revenue:		
HHH09523 43297	State Aid	$750,000.00
HHH09523 45031	General Fund – Interfund Revenue	$750,000.00

; and further

RESOLVED, That the Public Works Committee is hereby designated to oversee said capital project; and further

RESOLVED, The funding provided for this Capital Project is intended for the remodeling and equipping of the 3rd floor Science Lab Room 3256 adjacent to the Nursing Phase I project at the FLCC Main Campus and any other use shall not occur without the approval of the Public Works Committee upon recommendation from the FLCC Director of Facilities and Grounds and the County's Director of Planning; and further

RESOLVED, That the Director of Planning shall be administratively responsible for all work items on the list on file with the Clerk of the Board; and further

RESOLVED, That at no time shall contracts be approved or funds appropriated from this capital project in excess of the total of the funding available from the County plus the confirmed funding available from the State of New York; and further

RESOLVED, That the County Planning Department will remain responsible as liaison to FLCC for the implementation of this project, be responsible for retaining all relevant capital project files, and responsible for entering all contracts and payment requests into the County's Financial Management System; and further

RESOLVED, That the following Change Order approval process is hereby approved for Capital Project No. H095-23:

1. The Director of Planning is hereby authorized and empowered to approve and sign individual Change Orders up to Ten Thousand Dollars ($10,000) in value provided that the total amount of all change orders so authorized does not exceed the funds allocated and

PROPOSED

available in line HHH09523 54743, Change Order Contingency or 10% of the original bid awards, whichever is less; and

2. Change Orders of more than Ten Thousand Dollars ($10,000) in value shall also require approval and signature of the Chairman of the County's Public Works Committee; and
3. A complete report of all Change Orders approved for construction contracts awarded shall be presented by the Director of Planning at the next regularly scheduled meeting of the Public Works Committee after each Change Order is approved, and such report shall include an accounting of the remaining funds available in line HHH09523 54743, Change Order Contingency; and
4. The Director of Planning shall promptly file fully executed originals of each Change Order with the Contractor, the County Finance Department, and the Clerk of the Board of Supervisors who shall place each Change Order in the contract file associated with the resolution awarding the involved construction contract; and
5. The Department of Finance is hereby authorized to transfer funds from line HHH09523 54743, Change Order Contingency to the appropriate expense line of Capital Project No. H095-23 as necessary to fund each Change Order as it is approved; and further

RESOLVED, That the Department of Finance is directed to make all necessary budgetary and accounting entries to effect the intent of this resolution for a total project budget of One Million Five Hundred Thousand Dollars ($1,500,000.00); and further

RESOLVED, That certified copies of this resolution be sent by the Clerk of this Board to the County Finance Department, the Vice President of Administration and Finance at Finger Lakes Community College, and SUNY.

PROPOSED

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
CAPITAL PROJECT NUMBERS H080-21 AND H095-23
AWARD OF BID B23016 AND AUTHORIZATION TO CONTRACT
2023 FLCC MAINTENANCE CAPITAL PROJECT
AND
FLCC NURSING EXPANSION PHASE II CAPITAL PROJECT

WHEREAS, Resolution No. XXX-2023 established Capital Project No. H095-23 as the 2023 FLCC Maintenance Capital Project in the amount of One Million Five Hundred Thousand Dollars ($1,500,000); and

WHEREAS, Said project includes funding for renovating the science lab room 3256 at the main campus of Finger Lakes Community College; and

WHEREAS, Resolution No. 582-2021 established Capital Project No. H080-21 as the FLCC Nursing Expansion Phase II Capital Project in the amount of One Million Five Hundred Thousand Dollars ($1,500,000); and

WHEREAS, In order to provide for efficient administration of both the renovation of said science lab and construction of the FLCC Nursing Expansion Phase II, the projects were designed and bid at the same time; and

WHEREAS, Using plans and specifications provided by PLAN Architectural Studio and LeChase Construction Services, LLC, the Purchasing Department released, duly advertised and opened bids for the said projects as Bid B23016; and

WHEREAS, Copies of the bid submissions are on file with the Clerk of the Board of Supervisors; and

WHEREAS, PLAN Architectural Studio, LeChase Construction Services, LLC, the FLCC Director of Facilities and Grounds, the Director of Planning, the Public Works Committee, and the Ways and Means Committee recommend adoption of this resolution; now, therefore, be it

RESOLVED, That the budget of Capital Project No. H080-21 be, and hereby is, amended as follows:

PROPOSED

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Line	Description	Current Budget	Change	Revised Budget
Appropriations:				
HHH08021 52100	Furniture & Furnishings	$0.00	+ $200,000.00	$200,000.00
HHH08021 52300	Equipment, Computer	$0.00	+ $80,000.00	$80,000.00
HHH08021 54260	Consultation & Professional	$100,000.00	$187,260.00	$287,260.00
HHH08021 54491	General Construction	$0.00	+ $1,237,000.00	$1,237,000.00
HHH08021 54493	Electric	$0.00	+ $142,952.09	$142,952.09
HHH08021 54494	Plumbing	$0.00	+ $93,700.00	$93,700.00
HHH08021 54495	Architectural/ Engineering	$165,500.00	$0.00	$165,500.00
HHH08021 54521	HVAC	$0.00	+ $154,374.00	$154,374.00
HHH08021 54731	Contingency	$1,233,500.00	- $1.067,286.09	$166,213.91
HHH08021 54743	Change Order Contingency	$0.00	+ $82,000.00	$82,000.00
HHH08021 54865	Administration	$1,000.00	$0.00	$1,000.00
Revenues:				
HHH08021 43297	State Aid	$1,500,000.00	+ $555,000.00	$2,055,000.00
HHH08021 45031	A – Interfund Transfer	$0.00	+ $555,000.00	$555,000.00

; and further

RESOLVED, That subject to review and approval by the County Attorney, as to form, the Board of Supervisors hereby accepts the following bids from the following vendors for the following contracts and amounts as the low responsive/responsible bids submitted for bid B23016 and authorizes the County Administrator to execute a contract with said firms for said amounts:

Contract	Firm	Address	Assigned to H080-21 (Nursing Expansion Phase II)	Assigned to HO95-23 (2023 FLCC Maint. CP)	Combined Amount of Bids
General Construction Work Item 1-3	Holdsworth Klimowski Construction, LLC	101 Victor Heights Parkway, Victor, NY 14564		$390,000.00	$1,627,000.00
General Construction Work Item 1-4			$1,237,000.00		

PROPOSED

Electric Work, Bid Item 2-3	O'Connell Electric Company, Inc.	830 Phillips Road, Victor, NY 14564		$142,937.91	$285,890.00
Electric Work, Bid Item 2-4			$142,952.09		
Plumbing Work, Bid Item 3-3	John W. Danforth Company	930 Old Dutch Road, Victor, NY 14564		$113,000.00	$206,700.00
Plumbing Work, Bid Item 3-4			$93,700.00		
HVAC Work, Bid Item 4-3	The Betlem Service Corporation	704 Clinton Ave. South, Rochester, NY 14620		$223,511.00	$377,885.00
HVAC Work, Bid Item 4-4			$154,374.00		

; and further

RESOLVED, That the term of said contracts shall commence May 12, 2023 and terminate December 31, 2024; and further

RESOLVED, That the following Change Order approval process is hereby approved for Capital Project No. H080-21:

1. The Director of Planning is hereby authorized and empowered to approve and sign individual Change Orders up to Ten Thousand Dollars ($10,000) in value provided that the total amount of all change orders so authorized does not exceed the funds allocated and available in line HHH08021 54743, Change Order Contingency or 10% of the original bid awards, whichever is less; and
2. Change Orders of more than Ten Thousand Dollars ($10,000) in value shall also require approval and signature of the Chairman of the County's Public Works Committee; and
3. A complete report of all Change Orders approved for construction contracts awarded shall be presented by the Director of Planning at the next regularly scheduled meeting of the Public Works Committee after each Change Order is approved, and such report shall include an accounting of the remaining funds available in line HHH08021 54743, Change Order Contingency; and
4. The Director of Planning shall promptly file fully executed originals of each Change Order with the Contractor, the County Finance Department, and the Clerk of the Board of

PROPOSED

Supervisors who shall place each Change Order in the contract file associated with the resolution awarding the involved construction contract; and

5. The Department of Finance is hereby authorized to transfer funds from line HHH08021 54743, Change Order Contingency, to the appropriate expense line of Capital Project No. H080-21 as necessary to fund each Change Order as it is approved; and further

RESOLVED, That the Department of Finance is directed to make all necessary budget and accounting entries to effect the intent of this resolution for a total project budget of One Million Five Hundred Thousand Dollars ($1,500,000.00) for Capital Project No. H095-23, and a total project budget of Two Million Six Hundred Ten Thousand Dollars ($2,610,000.00) for Capital Project No. H080-21; and further

RESOLVED, That certified copies of this resolution be sent by the Clerk of this Board to the County Finance Department and Vice President of Administration and Finance at Finger Lakes Community College.

PROPOSED

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
CAPITAL PROJECT NO. H095-23
ACCEPT QUOTE FOR ASBESTOS AIR SAMPLING AND VISUAL INSPECTION
FOR FLCC SCIENCE LAB RENOVATION
2023 FLCC MAINTENANCE CAPITAL PROJECT

WHEREAS, Resolution No. XXX-2023 established Capital Project No. H095-23 as the 2023 FLCC Maintenance Capital Project; and

WHEREAS, Said capital project includes funding for renovation of FLCC science lab room 3256; and

WHEREAS, Resolution No. 706-2021 hired Plan Architectural Studio, P.C. (PLAN) to provide architectural and engineering services in the design of the science lab renovation project; and

WHEREAS, An independent qualified consulting service is needed to take and test air samples and monitor means and methods of asbestos containment (herein after collectively referred to as 'air monitoring services') and sample any additional suspect materials during the abatement of asbestos for the FLCC science lab renovation; and

WHEREAS, Lozier Environmental Consulting, Inc., 2011 East Main Street, Rochester, New York 14609, submitted a proposal dated March 6, 2023, to provide air monitoring services during the abatement of asbestos of the FLCC science lab renovation in the amount of Nine Hundred Ninety-Two Dollars ($992.00), with the pricing provided per Ontario County Resolution No. 432-2022, Bid B21021, On-Demand Contracts For Air Quality Monitoring, a copy of which is on file with the Clerk of this Board; and

WHEREAS, The Public Works Committee recommends adoption of this resolution; now, therefore, be it

RESOLVED, That upon review and approval by the County Attorney as to form, the Board of Supervisors hereby accepts the proposal from Lozier Environmental Consulting, Inc to provide air monitoring services during the asbestos abatement of the FLCC science lab renovation in the amount of Nine Hundred Ninety-Two Dollars ($992.00) and authorizes and empowers the County Administrator to execute a contract with said firm for said amount; and further

PROPOSED

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RESOLVED, That the cost of said contract with Lozier Environmental Consulting, Inc. be paid from budget line HHH09523 54498 – Asbestos and Related Testing of Capital Project No. H095-23; and further

RESOLVED, That the term of said contracts shall commence on May 12, 2023, and terminate on April 30, 2024; and further

RESOLVED, That the Department of Finance is directed to make all necessary budget and accounting entries to affect the intent of this resolution for a total project budget of One Million Five Hundred Thousand Dollars ($1,500,000.00); and further

RESOLVED, That certified copies of this resolution be sent by the Clerk of this Board to the County Finance Department, and the Vice President of Finance and Administration at Finger Lakes Community College.

PROPOSED

Return to Agenda

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
CAPITAL PROJECT NUMBERS H080-21 and H095-23
AUTHORIZE PROFESSIONAL CONSULTATION SERVICES CONTRACT
LECHASE CONSTRUCTION SERVICES, LLC
FLCC NURSING EXPANSION PHASE II CAPITAL PROJECT
2023 FLCC MAINTENANCE CAPITAL PROJECT

WHEREAS, Resolution No. 582-2021 established Capital Project No. H080-21 as the FLCC Nursing Expansion Phase II Project; and

WHEREAS, Resolution No. XXX-2023 established Capital Project No. H095-23 as the 2023 FLCC Maintenance Capital Project; and

WHEREAS, Construction bids have been awarded for the renovation of Science Lab Room 3256 in Capital Project No. H095-23 and for Phase II of the FLCC Nursing Expansion in Capital Project No. H080-21, which require Construction Management Services; and

WHEREAS, Resolution No. 57-2022 hired the firm of LeChase Construction Services, LLC for preconstruction Construction Management Services; and

WHEREAS, LeChase Construction Services, LLC submitted a proposal to provide Construction Management Services during the construction and post construction phases for said projects in an amount not to exceed Three Hundred Thirty-Eight Thousand Seven Hundred Sixty Five Dollars ($338,765.00) as detailed in their proposal dated January 12, 2023, a copy of which is on file with the Clerk of this Board; and

WHEREAS, Sufficient funding exists in the budget of said capital projects to fund a contract with LeChase Construction Services, LLC; and

WHEREAS, The Public Works Committee recommends adoption of this resolution; now, therefore, be it

RESOLVED, That upon review and approval by the County Attorney as to form, the Board of Supervisors hereby accepts the proposal from LeChase Construction Services, LLC to provide Construction Management Services during the design/preconstruction phase of the FLCC Nursing Expansion Phase II project and hereby directs and empowers the County Administrator to execute a contract with LeChase Construction Services, LLC. for a total not to exceed Three Hundred

PROPOSED

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Thirty-Eight Thousand Seven Hundred Sixty Five Dollars ($338,765.00); and further

RESOLVED, That per said proposal from LeChase Construction Services, LLC, the cost for said Construction Management Services shall be allocated and billed to each capital project as follows:

Capital Project Name & Number	Capital Project Line Item to be billed to	Amount to be billed
FLCC Nursing Expansion Phase II	HHH08021 54260	$269,660.00
2023 FLCC Maintenance CP	HHH09523 54260	$69,105.00

; and further

RESOLVED, That the term of said contract shall commence on May 12, 2023, and terminate on December 31, 2024; and further

RESOLVED, That the Department of Finance is directed to make all necessary budget and accounting entries to effect the intent of this resolution for a total project budget of One Million Five Hundred Thousand Dollars ($1,500,000.00) for Capital Project No. H095-23, and Two Million Six Hundred Ten Thousand Dollars ($2,610,000.00) for Capital Project No. H080-21; and further

RESOLVED, That certified copies of this resolution be sent by the Clerk of this Board to the County Finance Department and the Vice President of Administration and Finance at Finger Lakes Community College.

PROPOSED

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
TRANSFER OF FUNDS – 2023 COUNTY BUDGET
PURCHASE OF LAPTOP

WHEREAS, Buildings and Grounds staff has identified the need to purchase a laptop; and

WHEREAS, Said laptop is needed to allow for usage at the office and County job or remote sites; and

WHEREAS, The Public Works and Ways and Means Committee have reviewed and approved the following transfer to fund said laptop; now, therefore, be it

RESOLVED, That the following budget transfer be made:

	Account	Revenues	Expense
Computer Equipment	AA1620 52300		+ $3,578.50
Tools & Machinery	AA1620 52700		-$1,224.00
Building Supplies	AA1620 54040		- $2,354.50

;and further

RESOLVED, That the County's Department of Finance is authorized to make the necessary budgetary and accounting entries to effectuate the intent of this resolution.

PROPOSED

Return to Agenda

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
2023 STANDARD WORK DAYS
FOR ELECTED OFFICIALS FOR RETIREMENT PURPOSES
SHERIFF DAVID J. CIRENCIONE & CORONER TERRI D. HASKINS

WHEREAS, The New York State and Local Employees' Retirement System, pursuant to NYS Comptroller's Regulation 315.4, requires that a standard workday be established for retirement credit purposes; and

WHEREAS, The Ways and Means Committee has reviewed and recommends establishment of standard work days for elected officials; now, therefore, be it

RESOLVED, That this Board hereby establishes the following as standard work days for elected officials; and further

RESOLVED, That this Board will report the following days worked in the New York State Employees' Retirement System based on the record of activities maintained and submitted by these officials, who are members of the Retirement System and are not part of an acceptable time keeping system, to the Clerk to the Board:

Title	Standard Work Day	Name First and Last	Registration #	Tier 1 (Check only if member is in tier 1)	Current Term Begins/Ends	Record of Activities Result	Not Submitted (check only if official did not submit their Record of Activities)
ELECTED:							
Sheriff	7.5	David J. Cirencione	38904892		01/01/2023 – 12/31/2026	24.87	
Coroner	6.0	Terri D. Haskins	73621773		01/01/2023-12/31/2026	5.20	

;and further

RESOLVED, That a certified copy of this resolution be transmitted by the Clerk of the Board the New York State Comptroller.

PROPOSED

Return to Agenda

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
CREATE A POSITION OF SECRETARY I

WHEREAS, Ms. Mary Beer, Director of Community Public Health Services, has filed a New Position Duties Statement with the Director of Human Resources for a position she would like to create; and

WHEREAS, The Director of Human Resources has classified the positions as Secretary I by Personnel Officer Classification Certification No. 32-2023; and

WHEREAS, The Community Public Health Services Department is in receipt of a Strengthening U.S. Public Health Infrastructure, Workforce, and Data Systems (CFDA#93.967) grant that is able to fully fund this position; and

WHEREAS, It is understood that this position shall be abolished in the event that this grant funding is no longer available to support the position; and

WHEREAS, The Management Compensation Committee and the Ways and Means Committee have reviewed and recommend the creation of a Secretary I position, (Grade A08); now, therefore, be it

RESOLVED, That the Ontario County Board of Supervisors does hereby authorize the creation of a Secretary I position effective immediately; and further

RESOLVED, That this position shall be abolished at such time as the grant monies and/or funds are no longer available to support the position; and further be it

RESOLVED, That the vacancy in this new position is authorized to be filled immediately; and be it further

RESOLVED, That the Ontario County Finance Department is hereby authorized to make any and all budgetary and accounting entries to affect the intent of this resolution.

PROPOSED

Return to Agenda

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
CREATE A LICENSED PRACTICAL NURSE POSITION AND ABOLISH A VACANT OFFICE SPECIALIST I POSITION

WHEREAS, Sheriff David Cirencione, has filed a New Position Duties Statement with the Director of Human Resources for a position he would like to create; and

WHEREAS, The Director of Human Resources has classified the position as Licensed Practical Nurse, by Personnel Officer Classification Certification No. 24-2023; and

WHEREAS, There is a vacant Office Specialist I position in the Sheriff's Office that can be abolished; and

WHEREAS, The Management Compensation Plan Committee and the Ways and Means Committee have reviewed and recommend the creation of a Licensed Practical Nurse position, which shall be allocated to the Sheriff General Unit Salary Schedule at Grade S9 ($20.16/hr) and the abolishment of a vacant Office Specialist I position; now, therefore, be it

RESOLVED, That the Ontario County Board of Supervisors does hereby authorize the creation of a Licensed Practical Nurse position and authorize the position to be filled immediately; and further

RESOLVED, That the title of Licensed Practical Nurse shall be allocated to the Sheriff General Unit Salary Schedule at Grade S9 ($20.16/hr); and further

RESOLVED, That a vacant Office Specialist I position (#5013017) be abolished immediately; and further

RESOLVED, That the Ontario County Finance Department is hereby authorized to make any and all budgetary and accounting entries to affect the intent of this resolution.

PROPOSED

Return to Agenda

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
CREATE ASSISTANT DISTRICT ATTORNEY POSITION

WHEREAS, Mr. James Ritts, District Attorney, has filed a New Position Duties Statement with the Director of Human Resources for a position he would like to create; and

WHEREAS, The Director of Human Resources has classified a position of Assistant District Attorney, pending jurisdictional classification, by Personnel Officer Classification Certification No. 25-2023; and

WHEREAS, There is not sufficient funds within the District Attorney's budget to fund this position and monies will need to be allocated out of Appropriated Fund Balance; and

WHEREAS, The Management Compensation Plan Committee and the Ways and Means Committee recommend the creation of this position; now, therefore, be it

RESOLVED, That the position of a full-time Assistant District Attorney is created, effective upon adoption, and is authorized to be filled immediately at Band 8, step 1; and further

RESOLVED, That the Ontario County Department of Finance is authorized to make the necessary budgetary and accounting entries to affect the intent of this resolution.

PROPOSED

Return to Agenda

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
CREATION OF PARALEGAL SPECIALIST POSITION

WHEREAS, Mr. James Ritts, District Attorney, has filed a New Position Duties Statement with the Director of Human Resources for a position he would like to create; and

WHEREAS, The Director of Human Resources has classified a position of Paralegal Specialist by Personnel Officer Classification Certification No. 26-2023; and

WHEREAS, There is not sufficient funds within the District Attorney's budget to fund this position and monies will need to be allocated out of Appropriated Fund Balance; and

WHEREAS, The Management Compensation Plan Committee and the Ways and Means Committee recommend the creation of this position; now, therefore, be it

RESOLVED, That the position of a full-time Paralegal Specialist is created, effective upon adoption, and is authorized to be filled immediately at Band 11, step 1; and further

RESOLVED, That the Ontario County Department of Finance is authorized to make the necessary budgetary and accounting entries to affect the intent of this resolution.

PROPOSED

Return to Agenda

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
AUTHORIZE MEMORANDUM OF AGREEMENT NO. 2-2023
BETWEEN ONTARIO COUNTY AND THE ONTARIO COUNTY SHERIFF
AND THE ONTARIO COUNTY POLICE BENEVOLENT ASSOCIATION

WHEREAS, Ontario County and the Ontario County Sheriff are currently parties to a labor agreement with the Ontario County Police Benevolent Association (PBA) for the period of January 1, 2021 through December 31, 2024; and

WHEREAS, Resolution No. 727-2021 authorized Memorandum of Agreement #1-2021 with the PBA to allow a trial period during which Sergeants who work a 4-2 rotation were scheduled for 12-hour shifts; and

WHEREAS, The parties desire to expand the scope of the trial period to include most County Police Officers who work a 4-2 rotation to also allow them to be scheduled for 12-hour shifts, subject to the approval of this Board; and

WHEREAS, The Ways and Means Committee recommends the approval of this resolution; now, therefore, be it

RESOLVED, That Memorandum of Agreement No. 2-2023, reflecting the parties' agreement to allow County Police Sergeants and County Police Officers, who currently work an 8.5 hour day on a 4-2 rotation, to instead work 12-hour shifts pursuant to the 207-k exemption of the Fair Labor Standards Act, is hereby approved; and further

RESOLVED, That said Memorandum of Agreement is effective during the trial period beginning May 21, 2023 and expiring on December 31, 2024, with the parties to the Collective Bargaining Agreement having the ability to agree to end the trial period before the expiration date or an individual party unilaterally terminating the agreement on select dates set forth in the MOA; and further

RESOLVED, That copies of this resolution shall be sent by the Clerk of this Board to Chris Drake, President of the PBA, Sheriff Cirencione, and to the Director of Human Resources.

PROPOSED

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Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
AUTHORIZE MEMORANDUM OF AGREEMENT NO. 3-2023
BETWEEN ONTARIO COUNTY, ONTARIO COUNTY SHERIFF AND
THE ONTARIO COUNTY SHERIFF'S GENERAL UNIT

WHEREAS, Ontario County and the Ontario County Sheriff are currently a party to a labor agreement with the Ontario County Sheriff's General Unit with said Agreement expiring December 31, 2024; and

WHEREAS, Amendment to said Agreement (Memorandum of Agreement No.3-2023) has been negotiated to include the title of Licensed Practical Nurse in the bargaining unit with respective benefits, subject to the approval of this Board; and

WHEREAS, The Ways and Means Committee recommends the approval of this Resolution authorizing said amendments to the Agreement; now, therefore, be it

RESOLVED, That Memorandum of Agreement No.3-2023, is hereby approved with the above-named Unit; and further

RESOLVED, That pursuant to the Memorandum of Agreement No. 3-2023, the Allocation to Grade Listing shall be amended to include the title of Licensed Practical Nurse and the respective benefits set forth in the document shall be provided to the new position; and further

RESOLVED, That copies of this resolution shall be sent by the Clerk of this Board to Nicholas Schmitt, President of Ontario County Sheriff's General Unit, the Ontario County Human Resources Department, and the Ontario County Attorney.

PROPOSED

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Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
SALE OF REAL PROPERTY ACQUIRED THROUGH ENFORCEMENT OF DELINQUENT TAXES

WHEREAS, Pursuant to Resolution No. 872-2022, delinquent tax properties were held out for an online public auction beginning April 18, 2023, and ending May 2, 2023, by Auctions International; and

WHEREAS, The Ways and Means Committee recommends accepting the following high bids:

Auction Lot Number	High Bidder	Bid Amount
20	DeJohn Development Corp.	$5,900.00
48	Roberto Aguilera	$74,100.00
77	Scott Loblaw	$82,200.00
129	DeJohn Development Corp.	$20,900.00
130	Ryan Herberle	$15,400.00
141	DeJohn Development Corp.	$810.00
165	DeJohn Development Corp.	$6,600.00
171	David M. Weeks	$55,100.00
172	Kathleen D. Bailey	$90,100.00
206	GMH Land Company Inc.	$11,400.00
215	Steven F. Gardner Jr.	$70.00
249	Steve M. and Kathleen H. Zimmerman	$86,700.00
263	DeJohn Development Corp.	$10,100.00
273	Log and Timber Structures, LLC	$76,500.00
288	Danielle Hadfield	$10,400.00

;now, therefore, be it

RESOLVED, That the above bids be accepted; and further

RESOLVED, That upon review and approval of the County Attorney, the Ontario County Treasurer be, and he hereby is, authorized to execute a Quitclaim Deed of the County's interest in each of the above Lots for, and in consideration of, the corresponding Bid Amount set forth above; and further

RESOLVED, That the Ontario County Treasurer be, and he hereby is, authorized to accept the Bid Amounts set forth above as payment for all taxes currently with the County Treasurer with

PROPOSED

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respect to each corresponding Lot, with any excess or any deficit to be reflected on the Treasurer's records as appropriate; and further

RESOLVED, That the Clerk of the Board of Supervisors send a certified copy of this resolution to the County Treasurer.

PROPOSED

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Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
AUTHORIZATION TO PARTICIPATE IN COOPERATIVE BIDS
COORDINATED BY WAYNE FINGER LAKES BOCES

WHEREAS, Wayne-Finger Lakes BOCES located at 131 Drumlin Court, Newark, New York, 14513, has submitted a proposed "General Resolution" for Ontario County participation in cooperative bids; and

WHEREAS, The Ontario County Purchasing Department deems it to be in the best interest of the taxpayers of Ontario County to participate in the cooperative bids coordinated by Wayne Finger Lakes BOCES; now, therefore, be it

RESOLVED, That the Purchasing Director be, and hereby is, authorized and directed to sign the "General Resolution"

PROPOSED

Return to Agenda

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
AUTHORIZE NEW POLICY FOR ACCEPTING ELECTRONIC SUBMISSION OF BIDS/PROPOSALS

WHEREAS, The Ontario County Purchasing Policies & Procedure Manual does not currently allow for the electronic submission of Bids and Proposals; and

WHEREAS, The Purchasing Department has identified a demand for this service to be available to vendors that are submitting sealed bids and proposals to Ontario County; and

WHEREAS, The Empire State Bidding platform has the capability to accept sealed bids and proposals electronically at no cost to the County and can verify that they have remained sealed until the given deadline, in compliance with GML 103 and the existing Ontario County Purchasing Policies and Procedures; and

WHEREAS, Legislative approval is required for the Purchasing Department to adopt a formalized procedure and add it to the Purchasing Policy & Procedure Manual; and

WHEREAS, The Ways and Means Committee does recommend approval for adoption of a new policy for accepting electronic submission of bids and proposals; now, therefore, be it

RESOLVED, The Purchasing Department is hereby authorized to update the Purchasing Policies & Procedure Manual to update the policy regarding Sealed Bidding and Requests for Proposal to allow for electronically submitted sealed bids and proposals.

PROPOSED

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Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
REVISION OF THE ONTARIO COUNTY PURCHASING PROCEDURES

WHEREAS, Ontario County policy calls for an annual review and update of the Purchasing Policies and Procedures; and

WHEREAS, The State of New York now requires municipalities using procurement cards to review and revise these policies as necessary on an annual basis; and

WHEREAS, The Purchasing Director and the Ways and Means Committee have done this review and incorporated changes necessary for compliance with General Municipal Law, Sections 103 and 104-b; now, therefore, be it

RESOLVED, That the Ontario County Purchasing Procedures and Ontario County Purchasing Card User's Guide and Policy Manual, as revised, and on file with the Clerk of this Board, be adopted and implemented immediately.

PROPOSED

Return to Agenda

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
2024 – 2025 COUNTY BUDGET GUIDELINES

WHEREAS, Ontario County continues to experience reductions in State and Federal Aid, increases in unfunded and underfunded mandates, and a permanent tax cap; and

WHEREAS, This Board of Supervisors desires that County Departments prepare their annual budgets with those constraints in mind; now, therefore, be it

RESOLVED, That the Ways and Means Committee recommends the following guidelines for use in the preparation of the 2024 and 2025 County Department budgets:

1. It is the intent of the Board of Supervisors that the 2024 Budget will not result in an increase of the 2023 tax rate of $6.31.

2. It is the intent of the Board of Supervisors that there will be no tax levy supported debt used to fund the operating budget or Capital Improvement Plan.

3. All departments will make every effort to contain costs for 2024 and 2025, including overtime and comp time. Departments will budget appropriately for the essential needs of the department. Any proposed new programs or programmatic changes will be reviewed with the County Administrator prior to presentation to Standing Committee. Departments are expected to complete the *Departmental Budget – Executive Summary* form, highlighting details of the line-item changes, for their Standing Committee and the Ways and Means Committee review proposed.

4. Changes in staffing will be considered through the Management Compensation Committee review process once the County Administrator has approved the request to move forward.

5. Departments will continue to comply with the Vacancy Review Policy. As part of that policy and to ensure the continued provision of essential services to the public while controlling costs, Department Heads are required to have discussions with the County Administrator when considering the filling of any open position.

6. In recognition of the importance of services provided by our Team Agencies, any potential increases in funding in 2024 will be reviewed by the County Administrator prior to presentation to their Standing Committee and will be considered on a case-by-case basis.

7. Departments which pass State and Federal aid through to contract agencies will pass along any reductions in aid to those contract agencies.

PROPOSED

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8. The Capital Improvement Project expenses for County Departments are excluded from these Budget Guidelines and are handled through a separate process.

9. Budgeting of continued grant funds and associated expenses is dependent on the likelihood of those grants continuing into 2024 and 2025 and the types of expense those grants fund. If a grant funds staffing, so long as the staff are budgeted, grant revenues must be budgeted to offset said expenses. Acceptance of new grant funding will be evaluated for existing projects, programs, or equipment, and to fund new programs with zero (0) county match whenever possible and will be considered on a case-by-case basis. The Department of Finance, through the Grant Coordinator positions and with the assistance of departments, will continue to research potential funding sources for new, expanding, and existing programs and equipment purchases and proposed uses for current grants. Any programs or positions funded through grants will be flagged for review upon the completion of the grant.

10. The General Fund Contingency Budget will be no more than 1% of total budgeted appropriations.

11. County expectations are that the Finger Lakes Community College (FLCC) will operate its expanded facilities within the revenues generated by SUNY, tuition, and other revenues. County funding to FLCC consists of sponsor contribution and potential additional funding as may be approved by the Board of Supervisors. The total funding level for FLCC will be comprehensively reviewed, in partnership with FLCC, as it relates to the budgetary constraints placed on the County by New York State including unfunded and underfunded mandates and the areas of need for FLCC; and further

RESOLVED, That a certified copy of the resolution be sent by the Clerk of this Board to each member of the Board of Supervisors, each Department Head, the Chair of the FLCC Board of Trustees, Dr. Robert Nye - FLCC President, and the Finance Department.

PROPOSED

Return to Agenda

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
AUTHORIZATION TO CONTRACT WITH PRACADEMIC PARTNERS FOR LEADERSHIP AND EXECUTIVE COACHING SERVICES

WHEREAS, Ontario County is committed to providing professional development resources and opportunities to its employees and department heads; and

WHEREAS, The County Administrator has recommended contracting with Dr. Ian Coyle of Pracademic Partners to provide executive coaching and leadership training as part of this commitment; and

WHEREAS, There are sufficient funds contained within the adopted 2023 County Administration budget to cover the costs of the proposed contract; now, therefore, be it

RESOLVED, That the County Administrator is hereby authorized to execute a contract with Pracademic Partners for a term of June 1, 2023 through May 31, 2024 for the cost of $1,200 per month for executive coaching and leadership training upon review and approval as to form by the County Attorney.

PROPOSED

Return to Agenda

Ontario County

Board of Supervisors

Canandaigua, New York 14424

Supervisor _____ offered the following resolution and moved its adoption:

RESOLUTION NO.
REAPPOINTMENT OF MICHELE O. SMITH
DIRECTOR OF HUMAN RESOURCES

WHEREAS, The term of appointment for Ms. Michele O. Smith, Director of Human Resources, expires May 30, 2023; and

WHEREAS, The County Administrator has completed the performance review process with Ms. Smith and recommends reappointment; and

WHEREAS, The Ways and Means Committee has approved this recommendation; now, therefore, be it

RESOLVED, That the Board of Supervisors hereby reappoints Ms. Michele O. Smith to the position of Director of Human Resources for a term of six years to commence May 31, 2023; and further

RESOLVED, That certified copies of this resolution be sent by the Clerk of this Board to the County Clerk and Ms. Smith.

PROPOSED

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