

Wayne County Board of Supervisors

AGENDA

Tuesday, July 18th, 2023
9:00 a.m.

PLEDGE AND PRAYER

ROLL CALL

APPROVAL OF MINUTES

COMMUNICATIONS:

The County Auditor's June 2023 Audit of Claims Summary totaling \$4,566,373.99 was received and filed.

The Sheriff's Office Cash Receipts Report dated June 16, 2023 totaling \$18,180.36 was received and filed.

PROCLAMATION

Probation Officer Week, July 17th -21st, 2023

PUBLIC HEARING

9:05 a.m. Proposed Local Law #6-2023 Superseding County Law Section 214(2) Regarding Publication of Local Laws

PRIVILEGE OF THE FLOOR

IN MEMORIAM

Resolution MM-1: Laurie J. Crane – Town of Huron

SCHEDULED BUSINESS

COM. #1 – FINANCE – LEONARD, BENDER, GROAT, ROBUSTO, VANLAEKEN

- 1-1 Accepting Bids for Certain Real Property Parcels
- 1-2 Authorization to Reject Sealed Bids for Real Property
- 1-3 Accepting Bids for Real Property Auction Sale
- 1-4 Authorization to enter into Broadband Infrastructure Grant Agreement
- 1-5 Authorization to enter into an Agreement with Tyler Technologies for Vendor Access and Eprocurement Module for Munis ERP Software and Amend the 2023 Budget for the Purchasing Department
- 1-6 Authorization to Appoint a Temporary Deputy Treasurer Consultant and Set Salary
- 1-7 Authorization to Contract with NYSID for Scanning Project for the County Clerk's Office
- 1-8 Authorization to Contract with NYSID for Scanning Project for the Treasurer's Office and County Clerk's Office
- 1-9 Authorization to Transfer Money from Gananda Parkway ARPA Project to County Wide EMS ARPA Project
- 1-10 Establishing the Grant Finance Coordinator in the Treasurer's Office as the Central Repository for all External Funding Documentation
- 1-11 Authorization to Contract With ICC Community Development Solutions for Development and

- Purchase of a Proof of Residency Process Automation Project
- 1-12 Authorization to Issue an RFP to Assist the County in Developing an Accounting Policy and Procedures Manual
 - 1-13 Authorization to Issue an RFP to Hire Outside Counsel to Represent the County in Real Property Tax Foreclosure Proceedings

COM. #2 – PUBLIC SAFETY – VERNO, VAN LAEKEN, DONALTY, BENDER, ROSE

- 2-1 Authorization to Award RFP and Execute Agreement with At Risk International for the Provision of Threat Assessment Team Training and Consultation for the Wayne County Sheriff's Office
- 2-2 Authorization to Execute a Contract with the Alton Fire District
- 2-3 Authorization to Execute a Contract Extension for Communications Tower Construction
- 2-4 Authorization to Execute Contract for New York State Office of Victim Services Funding
- 2-5 Authorization to Transfer Remaining DCJS Grant Funds and Amend the 2023 Budget
- 2-6 Authorization to Appropriate 2022 DCJS Discovery Grant Funding from District Attorney to E911 for Clerk Typist Position

COM. #3 – PUBLIC WORKS – CHATFIELD, KOLCZYNSKI, VERNO, METTLER, BRADY

- 3-1 Authorization to Enter into a License Agreement with Howard Greenfield for Use of Old Erie Canal Land
- 3-2 Authorization to Approve Proposal and Amend Contract with Pan-American Enterprises, Inc. for Additional Siding Repairs at the Wayne County Nursing Home
- 3-3 Authorization to Create One Full Time Building Maintenance Mechanic and One Full Time Maintenance Mechanic within the Wayne County Public Works Department for Budget Year 2024
- 3-4 Authorization to Declare Vehicles and Equipment Surplus in the Public Works Department
- 3-5 Authorization to Create Project in the Highway Department
- 3-6 Authorization to Pay Repair Costs for Town of Marion Dump Truck

COM. #4 – ECONOMIC DEV. AND PLANNING – JOHNSON, GROAT, CHATFIELD, ROBUSTO, LASHER

- 4-1 Authorization to Submit CDBG Microenterprise Grant Application
- 4-2 Authorization to Amend Resolution 331-23
- 4-3 Authorization to Schedule Public Hearing for CDBG Application

COM. #5 – GOVERNMENT OPERATIONS – LASHER, DONALTY, KOLCZYNSKI, CHATFIELD, ROSE

- 5-1 Authorization to Amend the 2023 Human Resource Department Budget for Legal Expenses for Negotiations and Arbitrations
- 5-2 Authorization to Carry Over the 2022 Hoffman Foundation Grant Remaining Balance and Amend the 2023 Budget
- 5-3 Authorization to Amend the County Board of Elections 2023 Budget for Conference/Training Expenses
- 5-4 Authorization to Adopt Local Law Superseding County Law Section 214(2) Regarding Publication of Local Laws

COM. #6 – HEALTH AND MEDICAL SERVICES – ROBUSTO, GROAT, BENDER, BRADY, ROSE

- 6-1 Authorization to Amend the 2023 County Budget for Psychiatric Medical Services
- 6-2 Authorization to Amend the 2023 County Budget for Mental Health Clinician Staff
- 6-3 Authorization to Create Two Full-Time Clerk-Typist Positions and Amend the 2023 County Budget for the Mental Health Department
- 6-4 Authorization to Amend Contract with Transpo Bus Services, LLC
- 6-5 Authorization to Set Salary for the Director of Nursing at the Wayne County Nursing Home
- 6-6 Authorization to Accept Bid and Enter into an Agreement for Durable Medical Equipment

- 6-7 Repairs and Preventive Maintenance Inspections for the Wayne County Nursing Home
Resolution to Award RFP and Execute Agreement with Brims, LLC for the Wayne County Nursing Home

COM. #7 – HUMAN SERVICES – DONALTY, LEONARD, JOHNSON, VERNON, METTLER

- 7-1 Authorization to Extend Contract with Mom's Meals through September 30, 2023
7-2 Authorization for Department of Aging and Youth to Contract with Wayne County School Districts for the Family and Communities Together Program (FACT) for the 23-24 School Year
7-3 Authorization for Aging and Youth to Sign Agreement for Booth at Wayne County Fair
7-4 Authorization to Amend Contract with Victim Resource Center of the Finger Lakes, Inc. Dba Survivor Advocacy Center for the Provision of Domestic Violence Residential Services

RULE 14 RESOLUTION

OTHER BUSINESS

ADJOURNMENT

The next meeting of the Wayne County Board of Supervisors is scheduled for Monday, **August 14th, 2023, 11:00 a.m. at the Wayne County Fairgrounds.**

IN MEMORIAM – LAURIE J. CRANE – TOWN OF HURON

Mr. Eygnor presented the following:

WHEREAS, Laurie Crane served Wayne County as Supervisor for the Town of Huron from 2008-2019, and throughout her years of service, she diligently served the Citizens of Wayne County with loyalty and dedication. Laurie’s death is a great loss to her family and the community;

NOW, THEREFORE, in memory of her service to the people of Wayne County, be it

RESOLVED, that the Board of Supervisors of the County of Wayne hereby express its great regret in the passing of Laurie Crane and extends its deepest sympathy to her family; and be it further

RESOLVED, that this resolution be spread upon the minutes in dedication of her memory.

COM. #1 – FINANCE – LEONARD, BENDER, GROAT, ROBUSTO, VANLAEKEN

RESOLUTION 1-1: ACCEPTING BIDS FOR CERTAIN REAL PROPERTY PARCELS

Mrs. Leonard presented the following:

WHEREAS, pursuant to direction from the Finance Committee, the Real Property Tax Director offered to adjoining landowners certain real property parcels which were listed as part of the 2021 INREM foreclosure; and

WHEREAS, the adjoining property owner shall complete a merge request form to adjoin below parcel with currently owned property; and

WHEREAS, bids were requested from adjoining property owners on a total of seven (7) parcels with a total of eight (8) bids being received; and

WHEREAS, the bid has been opened and reviewed by the Finance Committee with each recommending that the bid set forth below be accepted; now, therefore, be it

RESOLVED, the Board of Supervisors has determined that it is in the best interest of the County to accept the bid set forth below and such bid is hereby approved; the Chairman of the Board of Supervisors is hereby authorized and directed to execute a quit-claim deed and other required transfer documents for this parcel, subject to the approval of the form by the County Attorney, and to affix the seal of the Board of Supervisors to such deed; the County Treasurer is hereby authorized and directed to record and deliver the respective deed upon receipt of the payments set forth below:

<u>TOWN</u>	<u>PROPERTY ID</u>	<u>BIDDER</u>	<u>BID PRICE</u>
Town of Marion (seq# 2100742)	65115-00-268848	Dennen Hill 4833 Eddy Ridge Rd Marion, NY 14505	\$100

RESOLUTION 1-2: AUTHORIZATION TO REJECT SEALED BIDS FOR REAL PROPERTY

Mrs. Leonard presented the following:

WHEREAS, pursuant to Resolution No. 244-23 and later amended by Resolution No. 357-23 certain properties acquired by the County by tax deed were sold at public auction sale held June 23, 2023; and

WHEREAS, due to new Legislation, effective 5/25/2023, all parcels originally offered as sealed bids were added to the auction sale held June 23, 2023; and

WHEREAS, it is in the best interest of the County to reject the below sealed bids and return any and all deposits made with said sealed bid; now, therefore, be it

RESOLVED, that the Board of Supervisors has determined that it is NOT in the best interest of the County to accept the bids listed below and such bids are hereby rejected; and be it further

RESOLVED, that the Treasurer is hereby authorized to return any and all deposits associated with the sealed bids opened on June 1, 2023 to the appropriate sealed bidder

<u>TOWN</u>	<u>SEQ.</u>	<u>TAX MAP #</u>	<u>BIDDER</u>	<u>BID PRICE</u>
ARCADIA	2100015	67114-00-995546	Scott Smith	\$105,000

3786 Minstead Rd.
Marion, NY 14505

ARCADIA	2100153	68114-13-208379	Tiffany Hayes 3642 Fairville Maple Ridge Rd Newark, NY 14513	\$100
BUTLER	2100210	75116-00-955609	Jon P. Merrell 12600 VanVleck Rd. Wolcott, NY 14590	\$100
PALMYRA	2100868	65110-00-893847	Matthew Heller 880 Vienna Rd Palmyra, NY 14522	\$500
WALWORTH	2101346	63116-00-082506	Deborah Amsler 5280 Ontario Center Rd. Ontario, NY 14519	\$10

RESOLUTION 1-3: ACCEPTING BIDS FOR REAL PROPERTY AUCTION SALE

Mrs. Leonard presented the following:

WHEREAS, pursuant to Resolution No. 244-23 and later amended by Resolution No. 357-23 certain properties acquired by the County by tax deed were sold at public auction sale held June 23, 2023; now, therefore, be it

RESOLVED, that the Board of Supervisors have determined that it is in the best interest of the County to accept the bids listed below and such bids are hereby approved and accepted; the Chairman of the Board of Supervisors is hereby authorized and directed to execute a quit-claim deed, along with any and all other required paperwork or forms for each parcel, subject to approval of the form of the deed by the County Attorney, and to affix the seal of the Board of Supervisors to such deeds; and the County Treasurer is hereby authorized and directed to record and deliver the respective deed upon receipt of the payments required by the terms and conditions of sale:

TOWN	SEQ #	TAX MAP #	BIDDER	BID PRICE
ARCADIA	2100015	67114-00-995546	Scott Smith 3786 Minstead Rd Marion, NY 14505	\$ 62,000
ARCADIA	2100039	68110-07-653993	Steven Bonter 5 Bayview Dr Hilton, NY 14468	\$ 38,000
ARCADIA	2100040	68110-07-712958	Steven Bonter 5 Bayview Dr Hilton, NY 14468	\$ 38,000
ARCADIA	2100097	68111-17-205215	Shane Schumann Schumann Construction, Inc. 19 W. Main St Macedon, NY 14502	\$ 3,000
ARCADIA	2100153	68114-13-208379	Sandra VerStraete 117 Rotterdam Rdd	\$ 650

Sodus, NY 14551

ARCADIA LYONS	2100165 2100525	69110-00-949618 69110-00-988621	Terry Ridley 19614 W. Eldorado Drive Eustis, FL 32736	\$ 60,000
BUTLER	2100199	75114-00-820443	Stacy A. Smith 4688 Brick Schoolhouse Rd N. Rose, NY 14516	\$ 35,000
BUTLER	2100210	75116-00-955609	Jon P Merrell 12600 VanVleck Rd Wolcott, NY 14590	\$ 500
BUTLER	2100260	77115-00-236974	Daniel C. Norton 4975 Miller Rd. Wolcott, NY 14590	\$ 9,000
HURON	2100448	72116-00-597555	Milton Irizarry 7903 Ridge Rd. Sodus, NY 14551	\$ 41,000
HURON	2100501	74117-00-965540	Dave Zwolinski PO Box 101 Wolcott, NY 14590	\$ 1,000
LYONS	2100551	70112-00-584193	Daniel DiGravio 5425 Albright Rd. Ontario, NY 14519	\$ 85,000
LYONS	2100556	70113-00-07081	Robert King 1238 Bucks Run Webster, NY 14580	\$ 13,000
LYONS	2100569	71111-00-580509	Lamar Weiler 7045 Garner Rd Wolcott, NY 14590	\$ 5,000
MACEDON	2100718	64113-00-177470	Matthew Baker 3381 Orchid Crescent Walworth, NY 14568	\$ 26,000
ONTARIO ONTARIO	2100810 2100812	63117-00-881363 63117-00-891393	Sean Fico 1653 Woodard Rd Webster, NY 14580	\$265,000
PALMYRA	2100868	65110-00-893847	Tim Helker 141 County Rd. 7 Clifton Springs, NY 14432	\$ 1,000
SAVANNAH	2101022	76113-00-437966	Daniel Kraft 12482 S. Butler Rd	\$ 33,000

Savannah, NY 13146

V. SODUS PT 2101200	70118-08-888955	Phillip Leone 7573 5 th St. Sodus Pt., NY 14555	\$ 75,000
SODUS	2101114	68117-07-667822 Myron Smich 1137 State Rd. Webster, NY 14580-9343	\$ 51,000
SODUS	2101163	69118-00-610029 Mark Wright 39 W. Genesee St. Clyde, NY 14433	\$ 47,000
SODUS	2101173	69118-18-403041 NO BID	
WALWORTH	2101346	63116-00-082506 Deborah Amsler 5280 Ontario Center Rd Walworth, NY 14568	\$ 2,000
WILLIAMSON	2101392	66117-09-064519 David Tulley Empire Express Enterprise 1944 State Highway 104 Ontario, NY 14519	\$140,000

RESOLUTION 1-4: AUTHORIZATION TO ENTER INTO BROADBAND INFRASTRUCTURE GRANT AGREEMENT

Mrs. Leonard presented the following:

WHEREAS, Resolution 342-21 authorized release of an RFP soliciting broadband service providers to facilitate expansion of broadband service in Wayne County to provide accessibility to all residents, businesses, and institutions, and

WHEREAS, Resolution 490-21 authorized the Broadband committee to enter into negotiations with Charter Communications Inc. as the preferred proposer, to refine the scope of its proposal and to negotiate costs, terms, and conditions of a partnership agreement with the County, to bring a final proposal to the board of supervisors, and

WHEREAS, the committee has discussed and negotiated terms and conditions of a tentative agreement with Spectrum Northeast, LLC, an affiliate of Charter Communications and the intended counterparty to the Broadband Infrastructure Grant Agreement, and is recommending approval, with terms and conditions including but not limited to provision of \$8,500,000, including \$8,000,000 of American Rescue Plan Act (ARPA) funding, and \$500,000 from unassigned General Fund balance, to fund implementation to bring service to every unserved Broadband Serviceable Location (BSL) in Wayne County, to include 1184 parcels, as described in the negotiated Broadband Infrastructure Grant Agreement; now, therefore be it

RESOLVED, the Chairman of the Board of Supervisors is hereby authorized to execute a contract on behalf of Wayne County including all terms and conditions as described in the agreement.

RESOLUTION 1-5: AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH TYLER TECHNOLOGIES FOR VENDOR ACCESS AND EPROCUREMENT MODULE FOR MUNIS ERP SOFTWARE AND AMEND THE 2023 BUDGET FOR THE PURCHASING DEPARTMENT

Mrs. Leonard presented the following:

WHEREAS, MUNIS by Tyler Technologies is the County Enterprise Resource Planning (ERP) software used to manage all finances and other functions including but not limited to accounting,

budgeting, purchase orders, requisitions, and contracts; and

WHEREAS, Tyler Technologies offers numerous modules to enhance the current ERP Software capabilities; and

WHEREAS, one module that is offered and is not currently owned is the Vendor Access and eProcurement module, a module that will lead to increased efficiencies in the vendor management/maintenance and the vendor invoicing process; and

WHEREAS, the module was demonstrated and reviewed with members of the Purchasing and Information Technologies Department and it was determined that it would be a benefit to the County as a whole; and

WHEREAS, the cost of implementation of the software module is \$9,600.00 with an annual recurring amount fee of \$8,730.00 for support and maintenance, which is covered under the Sourcewell Cooperative Purchasing Agreement #090320-TTI; now therefore be it

RESOLVED, that the Chairman of the Wayne County Board of Supervisors is authorized to sign an agreement if necessary with Tyler Technologies for the provision of the Vendor Access and eProcurement module for the County's MUNIS ERP software, subject to review and approval of the County Attorney as to form and content; and be it further

RESOLVED, that the County Treasurer is authorized to amend the 2023 Purchasing Department budget as follows:

A1990 Contingent Fund General

(Appropriations)

\$18,330.00 from 54000 Contractual Expenses

A1345 Purchasing Department

(Appropriations)

\$18,330.00 to 54475 Software

RESOLUTION 1-6: AUTHORIZATION TO APPOINT A TEMPORARY DEPUTY TREASURER CONSULTANT AND SET SALARY

Mrs. Leonard presented the following:

WHEREAS, the Deputy Treasurer Katie Cahoon retired on June 30, 2023; and

WHEREAS, the County Treasurer desires to have Mrs. Cahoon assist with training and closing the 2023 accounting records; and

WHEREAS, Mrs. Cahoon has agreed to provide training and assistance with closing the 2023 accounting records on an as needed basis through December 31, 2023; and

WHEREAS, this position was previously funded under resolution 11-23 and still has sufficient funding; now therefore be it

RESOLVED, that Katie Cahoon will be paid \$34.61 per hour on an as-needed basis, to be determined by the County Treasurer.

RESOLUTION 1-7: AUTHORIZATION TO CONTRACT WITH NYSID FOR SCANNING PROJECT FOR THE COUNTY CLERK'S OFFICE

Mrs. Leonard presented the following:

WHEREAS, Resolution #650-21 adopted on December 21, 2021 authorized a County scanning project with American Rescue Plan ACT (ARPA) funds; and

WHEREAS, Wayne County set aside \$1,975,000 in ARPA funding for said project; and

WHEREAS, the Wayne County Records Center has numerous bounded books and boxed documents that can be scanned into Laserfiche; and

WHEREAS, the County Clerk's Office has received a quote from New York State Industries for Disabled (NYSID), a preferred source vendor, to complete said project; and

WHEREAS, the quote was received as follows:

- Scanning an estimated 2,500 boxes with 3,000 images per box

- Conversion Services scanning standard paper @.13/image
- Creation, Migration, Output Laserfiche structure to USB Drive at a price of \$500.00 for a total projected cost not to exceed \$975,000.00; now therefore be it

RESOLVED, that the Chairman of the Board is authorized to execute a contract with NYSID for a total contract amount not to exceed \$975,000.00, subject to the County Attorney's approval as to form and content.

RESOLUTION 1-8: AUTHORIZATION TO CONTRACT WITH NYSID FOR SCANNING PROJECT FOR THE TREASURER'S OFFICE AND COUNTY CLERK'S OFFICE

Mrs. Leonard presented the following:

WHEREAS, Resolution #650-21 adopted on December 21, 2021 authorized a County scanning project with American Rescue Plan ACT (ARPA) funds; and

WHEREAS, Wayne County set aside \$1,975,000 in ARPA funding for said project; and

WHEREAS, Resolution #259-23, adopted on May 16, 2023, allowed the Treasurer's Office to use part of the ARPA funding to scan documents located in the basement of 16 William Street totaling \$69,976.00; and

WHEREAS, the Clerk's Office will be scanning a portion of their records for an amount totaling \$975,000; and

WHEREAS, the County Treasurer and County Clerk obtained a quote to finish scanning all the records in the basement of 9 Pearl Street for an amount not to exceed \$1,262,600.00; now therefore be it

RESOLVED, that the Chairman of the Board is authorized to execute a contract with NYSID for a total contract amount not to exceed \$1,262,600.00, subject to the County Attorney's approval as to form and content; and be it further

RESOLVED, that the Wayne County Treasurer's Office is authorized to transfer \$332,576 from Unassigned General Fund Balance and adjust the 2023 budget as follows:

A9950 Transfer to Capital Projects

(Appropriations)

\$332,576.00 to .52792 County Clerk Storage Project

H4902 ARPA

(Revenue)

\$332,576.00 to .45031 Interfund Transfer

\$332,576.00 to .52000 Equipment & Capital Outlay

RESOLUTION 1-9: AUTHORIZATION TO TRANSFER MONEY FROM GANANDA PARKWAY ARPA PROJECT TO COUNTY WIDE EMS ARPA PROJECT

Mrs. Leonard presented the following:

WHEREAS, Resolution #621-21 established Gananda Parkway Safety Project with ARPA Funds; and

WHEREAS, Resolution #124-22 established a County Emergency Medical Services (EMS) Capital Project; and

WHEREAS, the Gananda Parkway Safety Project cannot be completed within the timeline of ARPA funding; and

WHEREAS, the ARPA Committee has had discussions and recommends that it is in the best interest of the County to transfer \$ 1,500,000 from the Gananda Parkway Safety Project to the County Wide EMS Capital Project; now therefore be it

RESOLVED, that the County Treasurer is authorized to make the following budget adjustments:

H49022 ARPA

(Appropriations)

\$ 1,500,000 from 52000 GPARK

H49022 ARPA

Appropriations

\$ 1,500,000 to 52000 CWEMS

RESOLUTION 1-10: ESTABLISHING THE GRANT FINANCE COORDINATOR IN THE TREASURER'S OFFICE AS THE CENTRAL REPOSITORY FOR ALL EXTERNAL FUNDING DOCUMENTATION

Mrs. Leonard presented the following:

WHEREAS, Resolution 233-21 established the Positions of Grant Finance Coordinator in the Treasurer's Office; and

WHEREAS, this position was established to provide Financial Support to all County Departments and County Administration with grant management, grant tracking, and processing reimbursement requests; and

WHEREAS, the County is required to have a Single Audit done every year due to the amount of Federal Funding that the County receives directly and indirectly from the Federal Government; and

WHEREAS, the County Treasurer is required to prepare the Schedule of Expenditures of Federal Awards (SEFA); and

WHEREAS, over the last few years the County has run into issues with reporting the correct amount of Federal Funding received and expended; and

WHEREAS, having copies of all grant and funding contracts and agreements on file within the County Treasurer's Office will decrease mistakes and increase efficiencies in reporting as all of the information on external revenue will be in one location; now therefore be it

RESOLVED, that the Wayne County Board of Supervisors requires that all departments submit copies of external funding contracts and agreements within 15 days of receipt to the Grant Finance Coordinator at the County Treasurer's Office.

RESOLUTION 1-11: AUTHORIZATION TO CONTRACT WITH ICC COMMUNITY DEVELOPMENT SOLUTIONS FOR DEVELOPMENT AND PURCHASE OF A PROOF OF RESIDENCY PROCESS AUTOMATION PROJECT

Mrs. Leonard presented the following:

WHEREAS, the Treasurer's Office uses an access database that was created back in early 2000's to track, monitor and issue certificates of residency for Wayne County residents attending Community College; and

WHEREAS, the Treasurer's Office has received written communication from the Wayne County Information Technology Department that they can no longer support the certificate of residency program due to its age and format and to look for a replacement that utilizes current and secure programming format; and

WHEREAS, a quote from ICC Community Development Solutions has been received by the Treasurer's Office to create a Laserfiche form and workflow process to replace the current out of date access database; and

WHEREAS, said development and purchase of a proof of residency program will be compatible with the Laserfiche services that the County currently uses; and

WHEREAS the proof of residency workflow program will allow county residents to complete certificate of residency paperwork online; now therefore be it

RESOLVED, that the Chairman of the Board is authorized to sign a contract with ICC Community Development for the development and purchase of a proof of residency process automation project for an amount not to exceed \$13,578.15 with \$7,059.15 being paid upon order of the software and support; \$1,700.00 being paid after training is completed, and \$4,819.00 being paid upon completion, subject to the review and approval of the County Attorney as to form and content; and be it further

RESOLVED, that the County Treasurer is authorized to make the following budget adjustments:

A1325 County Treasurer

(Appropriations)

\$13,579.00 to .54475 Software

A99990 Other

(Revenues)

\$13,579.00 to .42101 Interest Earnings

RESOLUTION 1-12: AUTHORIZATION TO ISSUE AN RFP TO ASSIST THE COUNTY IN DEVELOPING AN ACCOUNTING POLICY AND PROCEDURES MANUAL

Mrs. Leonard presented the following:

WHEREAS, currently the County does not have an accounting policy and procedures manual; and

WHEREAS, the County has adopted a decentralized accounting structure where all departments manage many of their financial and accounting needs; and

WHEREAS, the County Auditor and County Treasurer feel that it would be beneficial to the County to develop one accounting policy and procedures manual that will be followed by all County departments; and

WHEREAS, documenting how departments are doing accounting and creating standardization where possible will increase efficiencies and reduce errors; and

WHEREAS, most local, State, and Federal audits start with a request to review accounting policy and procedures; and

WHEREAS, given the size of the County, an outside consultant would be the most efficient method to create such a document; now therefore be it

RESOLVED, that the Board of Supervisors hereby authorizes the release of an RFP seeking a qualified firm to assist the County in developing an accounting policy and procedures manual, with said RFP to be developed with the assistance of, and released by, the County Purchasing Agent.

RESOLUTION 1-13: AUTHORIZATION TO ISSUE AN RFP TO HIRE OUTSIDE COUNSEL TO REPRESENT THE COUNTY IN REAL PROPERTY TAX FORECLOSURE PROCEEDINGS

Mrs. Leonard presented the following:

WHEREAS, currently the County Attorney represents the County in all Real Property Tax Foreclosure proceedings; and

WHEREAS, the County currently follows Article 11 of the Real Property Tax law for foreclosure proceedings; and

WHEREAS, the Tyler v Hennepin County Minnesota Supreme Court Case ruling will change the Tax Foreclosure process; and

WHEREAS, the County Treasurer, after consultation with the County Attorney, believes it would be beneficial for the County to retain specialized legal counsel to ensure the County does foreclosure work in accordance with any changes made to Article 11; and

WHEREAS, the County has been party to an increasing number of Tax Foreclosure challenges especially after COVID; now therefore be it

RESOLVED, that the Board of Supervisors hereby authorizes the release of an RFP seeking a qualified firm to represent the County in Real Property Tax Foreclosure Proceedings, with said RFP to be developed with the assistance of, and released by, the County Purchasing Agent.

COM. #2 – PUBLIC SAFETY – Verno, Van Laeken, Donalty, Bender, Vacant

RESOLUTION 2-1: AUTHORIZATION TO AWARD RFP AND EXECUTE AGREEMENT WITH AT RISK INTERNATIONAL FOR THE PROVISION OF THREAT ASSESSMENT TEAM TRAINING AND CONSULTATION FOR THE WAYNE COUNTY SHERIFF'S OFFICE

Mr. Verno presented the following:

WHEREAS, The Sheriff's Office was granted a no match grant (RES594-22) from the Department

of Homeland Security and Emergency Services under the 2022 Domestic Terrorism Prevention Program (FY2022 DTP22), in the amount of \$172,413.00; and

WHEREAS a portion of those grant funds are required to be used for the training and implementation of a county threat assessment and management team (TAMS); and

WHEREAS, a request for proposal was released for a partner to provide threat assessment and management training, and plan implementation for the Wayne County TAMS team; and

WHEREAS, proposals were due by June 19, 2023, and one (1) proposal was received from the following:

At Risk International
14100 Parke Long Court
Suite P
Chantilly, VA 20151
Project Cost:\$10,650

and;

WHEREAS, the proposals also contained hourly rates for consulting staff beyond the initial project to aid the Sheriff's Office for up to three (3) years on an as-needed basis, which the successful offeror's rates will be incorporated into the final contract; and

WHEREAS, the proposal was reviewed by members of a review committee consisting of 4 members, and it was determined that the proposal met the needs of the department and the team recommends the contract be awarded to At Risk International, in accordance with the program objectives, desired outcomes, and terms and conditions of the RFP; now, therefore be it

RESOLVED, that the Chairman of the Wayne County Board of Supervisors is hereby authorized to enter into an agreement with At Risk International, on behalf of the Wayne County Sheriff's Office, for a term of August 1, 2023, through July 30, 2024, with the option to renew for up to two (2) additional one (1) year terms, based on the rates set forth in the submitted RFP, for the initial contract period, subject to the approval of the County Attorney as to form and content; and, be it further

RESOLVED, that the Wayne County Treasurer is hereby authorized to amend the 2023 County Budget as follows:

A3115 Sheriff Detective Unit

(Revenues)

\$10,650 to 44306 DTP22 Homeland Security

(Appropriations)

\$10,650 to 54483 Training Seminars and Schools

RESOLUTION 2-2: AUTHORIZATION TO EXECUTE A CONTRACT WITH THE ALTON FIRE DISTRICT

Mr. Verno presented the following:

WHEREAS, the Town of Sodus has been identified as an area that would benefit from additional EMS coverage on a regular basis; and

WHEREAS, development efforts and preliminary work continues on the parcel of land purchased by the County, intended to be utilized as the site for a base of operation for Wayne County EMS in the Town of Sodus, although it is anticipated that construction of the County's Sodus base will not be complete for at least one year; and

WHEREAS, the Alton Fire District Board of Fire Commissioners has met, and has expressed a willingness to work with the County to develop an arrangement which would allow for Wayne County EMS to position an ambulance and crew at their fire station located at 5755 Route 14, on a temporary basis, without monthly rent, intended to be utilized only until such time as the County site in Sodus is operational; now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors shall be authorized to execute an agreement with the Alton Fire District Board of Fire Commissioners, to allow for the use of their fire station to position one ambulance and crew as may be necessary in an effort to augment the EMS

coverage in the general area, intended to continue on a month to month basis, with such agreement to be approved by the County Attorney as to form and content.

RESOLUTION 2-3: AUTHORIZATION TO EXECUTE A CONTRACT EXTENSION FOR COMMUNICATIONS TOWER CONSTRUCTION

Mr. Verno presented the following:

WHEREAS, on December 8, 2021, a contract was executed between the County of Wayne and the Fred A. Nudd Corporation of Ontario, NY, in the total amount of \$214,095, for the construction of a communications tower at Ontario Fire Station #1, with dismantling of an existing tower on site; and

WHEREAS, the contract term ran from November 1, 2021 through May 1, 2022; and

WHEREAS, the availability of certain equipment items for the site caused the project to not be completed prior to May 1, 2022, although all work has since been successfully completed by the Fred Nudd Corporation, with the tower to be dismantled having since also been removed; and

WHEREAS, there is a balance due to the Fred Nudd Corporation of \$12,500 for the final phase of their project work; now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors shall be authorized to sign a contract extension with the Fred A. Nudd Corporation, with said extension to expire on August 31, 2023, which will allow for payment of the balance due amount on the original contract of \$12,500, subject to the review and approval of the County Attorney as to form and content.

RESOLUTION 2-4: AUTHORIZATION TO EXECUTE CONTRACT FOR NEW YORK STATE OFFICE OF VICTIM SERVICES FUNDING

Mr. Verno presented the following:

WHEREAS, the State of New York has approved a three-year VOCA grant application for Wayne County in the amount of \$324,773.91; and

WHEREAS, the State of New York requires an annual contract execution for the continuation of funding for the Wayne County Victim/Witness Services Program; and

WHEREAS, the amount awarded for 2023-2024 is set aside at \$108,275.97; and

WHEREAS, the grant will not require a local match in the 2023-2024 program year; now, therefore be it

RESOLVED, that the Chairman of the Wayne County Board of Supervisors is hereby authorized and directed to execute a contract with New York State Office of Victim Services from 10/01/2024 to 9/30/2025 for the continuation of funding for the Wayne County Victim/Witness Services program; subject to the County Attorney's approval as to form and content; and be it further

RESOLVED that the contract is in the amount of \$108,275.97.

RESOLUTION 2-5: AUTHORIZATION TO TRANSFER REMAINING DCJS GRANT FUNDS AND AMEND THE 2023 BUDGET

Mr. Verno presented the following:

WHEREAS, Resolution 434-22 accepted an award from the New York State Division of Criminal Justice Services (DCJS) in December of 2022 for \$279,455 to assist the County and District Attorney's Office with expenses related to the new Discovery and Bail Laws; and

WHEREAS, the \$279,455 of Discovery funding for various identified purposes was received but not spent in 2022 or included in the 2023 budget, and the balance needs to be added to the 2023 budget in order to be expended; now, therefore be it

RESOLVED, that the County Treasurer is authorized to transfer \$25,911.44 from Unassigned General Fund Balance and amend the 2023 budget as follows:

A1165 District Attorney

(Appropriations)

\$5,000 to 54475 Software

\$3,530 to 54116 Computer Supplies

\$10,179.72 to 54472 Subscriptions
\$7,201.72 to 54400 Contracted Services

RESOLUTION 2-6: AUTHORIZATION TO APPROPRIATE 2022 DCJS DISCOVERY GRANT FUNDING FROM DISTRICT ATTORNEY TO E911 FOR CLERK TYPIST POSITION

Mr. Verno presented the following:

WHEREAS, Resolution 434-22 accepted an award from the New York State Division of Criminal Justice Services (DCJS) in December of 2022 to assist County and District Attorney's Office with expenses related to Discovery and Bail Laws; and

WHEREAS, this grant award totaling \$279,456 was received in December, 2022, and has been held by the County in unallocated General Fund balance; and

WHEREAS, the County of Wayne created a Clerk Typist position within the E911 Center to collect data required for Discovery compliance; and

WHEREAS, the District Attorney will allocate \$15,000 of the grant award to E911 to assist in the salary costs created by the Clerk Typist position; now therefore be it

RESOLVED, the District Attorney's Office is authorized to allocate \$15,000 to E911 for support of this position as it was created to comply with Discovery and bail reform.

COM. #3 – PUBLIC WORKS – CHATFIELD, KOLCZYNSKI, Verno, METTLER, BRADY

RESOLUTION 3-1: AUTHORIZATION TO ENTER INTO A LICENSE AGREEMENT WITH HOWARD GREENFIELD FOR USE OF OLD ERIE CANAL LAND

Mr. Chatfield presented the following:

WHEREAS, the Superintendent of Public Works has been made aware of two building encroachments on County owned land at 8950 NYS Route 31 in the Town of Galen; and

WHEREAS, The County has reached out and met with owner, Mr. Greenfield to review and discuss these structures; and

WHEREAS, Mr. Greenfield has obtained, at his cost a current land survey of his property that has confirmed that portions of a pavilion and small barn have been inadvertently built on County-owned land; and

WHEREAS, the portion of land that directly borders Mr Greenfield's property is approximately 1,226.10 feet in length and totals approximately .58 acres from the water's edge to the property line located on the west side of the old Erie Canal; and

WHEREAS, this land is located on the Old Erie Canal opposite of the County portion of the NYS Empire Trail; and

WHEREAS, future use and the need to access this portion of the County land at this time is highly unlikely; and

WHEREAS, Mr. Greenfield has maintained this section of County property for years and agrees to continue proper maintenance; and

WHEREAS, it is the recommendation of the Public Works Committee that a License Agreement be signed with Mr. Greenfield for the continued use of the County property; barring that no additional structures either permanent or temporary are placed on the County property; and

WHEREAS, Mr. Greenfield agrees to continue to maintain this property in good condition; and

WHEREAS, Mr. Greenfield shall pay a one time fee of \$250.00 for said license which is revocable at any time without cause and is not transferable to another property owner; now, therefore, be it

RESOLVED, that the Chairman of the Wayne County Board of Supervisors is hereby authorized and directed to execute a 99 year license agreement on behalf of the County of Wayne, subject to the County Attorney's approval as to form and content with Mr Howard Greenfield for the continue use of County property as described above; and be it further

RESOLVED that no additional structures either permanent or temporary shall be placed on said County property; and be it further

RESOLVED that Mr. Greenfield agrees to continue to maintain this property in good condition and

pay a one-time license fee of \$250.00, and be it further

RESOLVED, that the license is revocable at any time without cause and is not transferable to another property owner.

RESOLUTION 3-2: AUTHORIZATION TO APPROVE PROPOSAL AND AMEND CONTRACT WITH PAN-AMERICAN ENTERPRISES, INC. FOR ADDITIONAL SIDING REPAIRS AT THE WAYNE COUNTY NURSING HOME

Mr. Chatfield presented the following:

WHEREAS, Resolution 142-22 authorized an agreement with Pan-American Enterprises, Inc. for painting the exterior siding and trim at the Wayne County Nursing Home; and

WHEREAS, the project was completed in November of 2022; and

WHEREAS, the Nursing Home Administrator contacted the Deputy Superintendent of Public Works after the winter season on some areas of concern; and

WHEREAS, the Contractor was contacted and asked to return to review and inspect his work; and

WHEREAS; during the walkthrough the contractor identified and highly recommended replacing additional siding boards to ensure proper paint adhesion; and

WHEREAS, the Deputy Superintendent of Public Works has reviewed these recommendations and agrees that the correct course of repair is to replace additional siding boards prior to the contractor repainting these areas of concern; and

WHEREAS, the contractor has provided a proposal for this additional work in the amount of \$38,680.00; and

WHEREAS, \$12,440.00 will be covered by the contractor under the one-year workmanship warranty; and

WHEREAS, the original siding replacement was done as unit pricing in the original contract and would have had to be charged as an extra cost to the County; and

WHEREAS the original contract has expired and will need to be amended; and

WHEREAS the Nursing Home has identified funds in the 2023 budget to cover the additional cost of \$26,240.00; now, therefore, be it

RESOLVED, that contract WCC22158 terms be amended with a new completion date of 12/31/2023 and increase the total project-funding amount by \$26,240.00; and, be it further

RESOLVED, the Superintendent of Public Works or his Deputy is authorized to sign the proposal with Pan-American Enterprises, Inc. for a total cost of \$26,240.00 for the replacement of additional siding and trims on the project; and, be it further

RESOLVED, that the Treasurer is authorized to amend the project budget as follows:

E6000 Nursing Home Combined

(Appropriations)

\$26,240 to 52000.E8410 – Equipment & Other Capital Outlay - Depreciation

E1990 Contingent Fund

(Appropriations)

\$26,240 from 54000 – Contractual Expenses

RESOLUTION 3-3: AUTHORIZATION TO CREATE ONE FULL TIME BUILDING MAINTENANCE MECHANIC AND ONE FULL TIME MAINTENANCE MECHANIC WITHIN THE WAYNE COUNTY PUBLIC WORKS DEPARTMENT FOR BUDGET YEAR 2024

Mr. Chatfield presented the following:

WHEREAS, The Buildings and Grounds Department currently has a total of 14 maintenance staff: 10 staff that cover multiple County-owned buildings and 4 staff that primarily maintain the County owned parks and trails; and

WHEREAS, over the past 10 years additional facilities and maintenance responsibilities have been added to the Public Works Department with no additional staff hired; and

WHEREAS, two new facilities are currently being designed as part of Phase 1 of the Countywide EMS implementation plan with an anticipated construction start date of this fall; and

WHEREAS, these two new facilities will be occupied to some level 24 hours a day, 7 days a week, once completed; and

WHEREAS; preventive maintenance, repairs, building check, systems monitoring, etc will be required once operational; and

WHEREAS, additional Buildings and Grounds staff will be needed to fulfill these additional maintenance duties; and

WHEREAS, the Superintendent of Public Works and the Deputy Superintendent recommend adding one Building Maintenance Mechanic and one Maintenance Mechanic staff to effectively handle these additional maintenance responsibilities; and

WHEREAS, per the 2024 budget instructions any new positions must be vetted and approved by the Board of Supervisors before they can be added to the department budget submission; and

WHEREAS, the Superintendent of Public Works recommends that these new position be filled on or after April 1st 2024; now, therefore, be it

RESOLVED, that the Board of Supervisors does hereby create one Full-Time Building Maintenance Mechanic (Grade 21) position and one Full-Time Maintenance Mechanic (Grade 19) position in the Buildings and Grounds Department; and be it further;

RESOLVED, that the Superintendent of Public Works is authorized to fill these positions effective April 1, 2024.

RESOLUTION 3-4: AUTHORIZATION TO DECLARE VEHICLES AND EQUIPMENT SURPLUS IN THE PUBLIC WORKS DEPARTMENT

Mr. Chatfield presented the following:

WHEREAS, the Highway Department has the vehicle and items listed below that should be disposed of as noted:

2007 Chevrolet Malibu (MH)	VIN IG1ZS57F37F276469	AUCTION
Four 245-55-18 Goodyear Eagle RSA Tires (CG)		AUCTION
2019 Ford F350 truck Box (HWY)		AUCTION

now, therefore be it

RESOLVED, that the vehicles and equipment listed above be sold at an upcoming public auction, in accordance with the County’s Equipment Disposition policy.

RESOLUTION 3-5: AUTHORIZATION TO CREATE PROJECT IN THE HIGHWAY DEPARTMENT

Mr. Chatfield presented the following:

WHEREAS, in accordance with Section 115 of the Highway Law, the Superintendent of Public Works has prepared a Project Statement for the proposed work for the following project:

23-97 Ridge Road Hot in Place Recycle Project	\$830,000
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now, therefore, be it

RESOLVED, that the Project Statement prepared by the Superintendent is hereby approved by the Board of Supervisors, and the Chairman of the Board and the Clerk of the Board are hereby authorized and directed to endorse such approval on the Project Statement; and be it further

RESOLVED, that the County Treasurer is hereby authorized and directed to create line item and transfer funds as listed below:

D51122 Road Construction
(Appropriations)
\$830,000 from .52600 Highway Construction

RESOLUTION 3-6: AUTHORIZATION TO PAY REPAIR COSTS FOR TOWN OF MARION DUMP TRUCK

Mr. Chatfield presented the following:

WHEREAS, on June 14, 2023, a Wayne County Highway crew was working with the Town of Marion to cut road shoulders in the Town of Marion; and

WHEREAS, during this operation, a Wayne County Highway 10-wheel truck backed into a Town of Marion 10-wheel truck (2019 International) causing front end damage; and

WHEREAS, since the Marion truck was leaking fluids, it was taken by lowboy trailer to Regional International for a repair estimate; and

WHEREAS, this repair estimate totals \$27,536.78; and

WHEREAS, the Superintendent of Public Works and Wayne County Shop Foreman have reviewed the estimate and believe it is appropriate; and

WHEREAS, the Town of Marion is desirous of having the vehicle repaired with genuine International parts; and

WHEREAS, resolution 282-17 does list Regional International as a single source vendor; now, therefore be it

RESOLVED, that the Wayne County Treasurer is hereby authorized to pay the sum of \$27,536.78 for the repair of said vehicle, from Account No. A19314 54998 (Liability & Casualty) as directed by the Wayne County Attorney; and be it further

RESOLVED, that Regional International will notify the Wayne County Highway Superintendent immediately as to any hidden damages before any repairs are made.

COM. #4 – ECONOMIC DEV. AND PLANNING – JOHNSON, GROAT, CHATFIELD, ROBUSTO, LASHER

RESOLUTION 4-1: AUTHORIZATION TO SUBMIT CDBG MICROENTERPRISE GRANT APPLICATION

Mr. Johnson presented the following:

WHEREAS, Wayne County is committed to offering resources, funding, and support services to foster a favorable environment for small businesses to operate, recognizing their role as catalysts for economic growth, job creation, community development, and innovation; and

WHEREAS, under agreement 1219ME971-21, Wayne County received a 2020 Community Development Block Grant (CDBG) of \$200,000 to establish the MicroBurst program, aimed at providing resources to support and foster the development of microbusinesses by providing grants in conjunction with capacity building and entrepreneurial assistance; and

WHEREAS, this grant funding is nearing depletion and the Economic Development Department has a desire to continue to offer this assistance; and

WHEREAS, the businesses receiving assistance will provide at least 10% equity as required matching funds; now, therefore, be it

RESOLVED, that the Board of Supervisors hereby authorizes the submission of a 2023 Community Development Block Grant (CDBG) application requesting up to \$200,000 to extend the MicroBurst program under the direction and supervision of the County Economic Development and Planning Department; and be it further

RESOLVED, that the Chairman of the Wayne County Board of Supervisors is hereby authorized to execute a CDBG Pre-Submission Certification Form, preliminary budget and any other documents necessary to complete the application on behalf of the County, subject to the County Attorney's approval as to form and content.

RESOLUTION 4-2: AUTHORIZATION TO AMEND RESOLUTION 331-23

Mr. Johnson presented the following:

WHEREAS, Resolution 331-23 authorized the selection of MRB Group for completion of the

Former Butler Prison Site Market Study and REOI at a cost of \$67,000; and

WHEREAS, the budget amendment in the original resolution did not accurately reflect the project funding and requires further amendment; now, therefore be it

RESOLVED, that the Wayne County Treasurer is authorized to make the following budget amendment:

A8020 Planning

(Revenue)

\$37,000 to 40000 EDP02 Misc Receipts – Business Park Study

(Appropriations)

\$37,000 to 54400 EDP02 Contracted Services – Business Park Study

RESOLUTION 4-3: AUTHORIZATION TO SCHEDULE PUBLIC HEARING FOR CDBG APPLICATION

Mr. Johnson presented the following:

WHEREAS, the Office of Community Renewal is expected to solicit proposals from municipalities under the 2021 Community Development Block Grant (CDBG) program; and

WHEREAS, potential applicants for CDBG funding are required under 24 CFR570.486 and NYS's Citizen Participation Plan to schedule and conduct an advertised public hearing prior to the submission of such applications to give the public the opportunity to suggest projects for municipalities to consider; and

WHEREAS, the purpose of the hearing is to gain citizen input as to their needs and potential CDBG-funded projects for consideration by the County, including Housing, Economic Development and Infrastructure; now, therefore, be it

RESOLVED, that the Board of Supervisors hereby will conduct a hearing to permit the filing of a Community Development Block Grant application; and be it further

RESOLVED, that the hearing be set for Monday, August 14, 2023 at 11:05 a.m. at the Wayne County Fairgrounds, 300 W. Jackson Street Palmyra, NY 14522; and be it further

RESOLVED, that the Clerk of the Board is hereby authorized and directed to publish notice in the legal newspapers for the County for the first available publication.

COM. #5 – GOVERNMENT OPERATIONS – LASHER, DONALTY, KOLCZYNSKI, CHATFIELD, VACANT

RESOLUTION 5-1: AUTHORIZATION TO AMEND THE 2023 HUMAN RESOURCE DEPARTMENT BUDGET FOR LEGAL EXPENSES FOR NEGOTIATIONS AND ARBITRATIONS

Mr. Lasher presented the following:

WHEREAS, the Human Resource Department oversees the budgeted line item for Legal Representation for contract negotiations, arbitrations, etc.; and

WHEREAS, the 2023 budget was established with an amount of \$100,000 to cover these services, However, with extensive time spent on contract negotiations and arbitrations, the funds are nearly exhausted; and

WHEREAS, the Human Resource Director is desirous to amend the 2023 Budget to add an additional \$60,000 Budget Appropriations to cover anticipated costs of continuation of negotiations and arbitrations; now, therefore, be it

RESOLVED, that the Wayne County Treasurer is hereby authorized to amend the 2023 Budget as follows:

A1990 Contingent Fund General

(Appropriations)

\$60,000 from 54000 Contractual Expenses

A1430 Human Resource Department

(Appropriations)
\$60,000 to 54486 Union Contracts

RESOLUTION 5-2: AUTHORIZATION TO CARRY OVER THE 2022 HOFFMAN FOUNDATION GRANT REMAINING BALANCE AND AMEND THE 2023 BUDGET

Mr. Lasher presented the following:

WHEREAS, an unspent balance of \$3,937.04 of Hoffman Foundation grant funding for historical projects was available as of December 31, 2022 and fell to the Unassigned General Fund Balance during the 2022 year-end closing process; and

WHEREAS, the County Historian is desirous in amending the 2023 budget to appropriate the Hoffman Foundation Grant funding for use toward necessary historical projects; now, therefore, be it

RESOLVED, that the Wayne County Treasurer is authorized to transfer \$3,937.04 from the Unassigned General Fund Balance and amend the 2023 Wayne County Budget as follows:

A7510 County Historian

(Appropriations)

\$3,937.04 to 54484 Hoffman Foundation Grant Expenditures

RESOLUTION 5-3: AUTHORIZATION TO AMEND THE COUNTY BOARD OF ELECTIONS 2023 BUDGET FOR CONFERENCE/TRAINING EXPENSES

Mr. Lasher presented the following:

WHEREAS, the Wayne County Travel Policy was adopted by resolution No. 504-21; and

WHEREAS, the policy states: "All requests for travel in excess of the departmental appropriations for such purposes shall require the approval of the Board of Supervisors;" and

WHEREAS, the Wayne County Board of Elections Commissioners wish to take advantage of the networking and training opportunities at the 2023 Election Commissioners Summer Conference August 15 through August 18 in Niagara Falls, N.Y. ; and

WHEREAS, the 2023 Board of Elections budget does not include appropriations for travel and conference related expenses; now, therefore be it

RESOLVED, that the County Treasurer is hereby authorized to make the following amendment to the 2023 budget

A1990 Contingent Fund General

(Appropriations)

\$5000 from 54000 Contractual Expenses

A1450 Board of Elections

(Appropriations)

\$5000 to 54485 Travel

RESOLUTION 5-4: AUTHORIZATION TO ADOPT LOCAL LAW SUPERSEDING COUNTY LAW SECTION 214(2) REGARDING PUBLICATION OF LOCAL LAWS

Mr. Lasher presented the following:

WHEREAS, a proposed local law superseding County Law Section 214(2) regarding publication of local laws was presented to the Board of Supervisors on June 20, 2023, and

WHEREAS, a public hearing on the proposed local law was held on July 18, 2023 at 9:05 a.m. in accordance with the notice of hearing duly posted and published in the manner prescribed by law; now, therefore be it

RESOLVED, that said local law is hereby adopted to read as follows:

COUNTY OF WAYNE – STATE OF NEW YORK
LOCAL LAW NO.6 FOR THE YEAR 2023

BE IT ENACTED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF WAYNE, as follows:

SECTION I.

LEGISLATIVE INTENT

The Board of Supervisors hereby states the intent of this local law is to supersede the provisions of County Law Section 214 (2), which requires that a true copy of each local law be published in the official newspaper at least once a week for two successive weeks. In order to reduce cost, this Board desires that the publication of the full text of each local law be discontinued, and replaced with only that detail necessary to insure that the public remains fully informed. This local law is adopted pursuant to Article IX of the Constitution of the State of New York, as interpreted in op.atty.gen (inf.) No 92-1 and op.atty.gen.(Inf.) No. 97-12.

SECTION II.

PUBLICATION REQUIREMENTS

Upon the adoption of each local law of the County of Wayne, the Clerk of the Board shall cause the publication once in the official newspaper(s) of the County of the notice of the adoption of said local law and an abstract of the provisions thereof. Said notice shall include the location and availability of a copy of the actual text of each local law. This publication shall be in lieu of that required by County Law Section 214 (2), which is hereby expressly superseded by this local law.

SECTION III.

EFFECTIVE DATE

This local law shall take effect immediately.

COM. #6 – HEALTH AND MEDICAL SERVICES – ROBUSTO, GROAT, BENDER, BRADY, VACANT

RESOLUTION 6-1: AUTHORIZATION TO AMEND THE 2023 COUNTY BUDGET FOR PSYCHIATRIC MEDICAL SERVICES

Mr. Robusto presented the following:

WHEREAS, the Mental Health Department is in need of making a budget adjustment to existing budget funds in order to allow for a reallocation of funds to cover psychiatric medical provider services, which are necessary to provide related medical treatment to patients admitted to the mental health clinic; now therefore be it

RESOLVED, that the Wayne County Board of Supervisors authorizes the deviation of the Budget Transfer Policy, Resolution No. 986-05, to allow for a salary appropriation to be transferred to a contractual expense; and be it further

RESOLVED, that the County Treasurer is authorized to make the following 2023 county budget amendment as follows:

A4300 Behavioral Health

Expense:

\$100,000 from A43001.51581.M4120 Physician

\$100,000 to A43004.54566.M2120 Physician

RESOLUTION 6-2: AUTHORIZATION TO AMEND THE 2023 COUNTY BUDGET FOR MENTAL HEALTH CLINICIAN STAFF

Mr. Robusto presented the following:

WHEREAS, the Mental Health Department is in need of making a budget adjustment to existing budget funds in order to allow for a reallocation of funds to cover mental health clinician staffing services which are necessary to provide related clinical treatment to patients admitted to the mental health clinic; now therefore be it

RESOLVED, that the County Treasurer is authorized to make the following 2023 county budget amendment as follows:

A4300 Behavioral Health

Expense:

\$8,000 from A43001.51957 Mental Health Clinician FT

\$8,000 to A43001.51962 Mental Health Clinician PT

RESOLUTION 6-3: AUTHORIZATION TO CREATE TWO FULL-TIME CLERK-TYPIST POSITIONS AND AMEND THE 2023 COUNTY BUDGET FOR THE MENTAL HEALTH DEPARTMENT

Mr. Robusto presented the following:

WHEREAS, the Mental Health Department is in need of additional support staff to assist in managing the ongoing and longstanding increased large volume of client encounters at Wayne Behavioral Health Network; and

WHEREAS, in addition to the need for this additional support staff to manage the increased client traffic, the additional support is also necessary to maintain sufficient staffing due to leaves and absences of staff in similar positions which often leaves the agency shortstaffed; and

WHEREAS the department has demonstrated that it generates sufficient revenues to fund and sustain these necessary new positions, and can utilize existing 2023 budgeted funds for the remainder of 2023 to fund this; and

WHEREAS, this plan has been reviewed with and approved by the County Administrator and the Human Resources Director; now therefore be it

RESOLVED, that the Director of Mental Health is authorized to create and fill two additional Clerk-Typist positions for the Mental Health Department, effective August 1, 2023, and the County Treasurer is authorized to make the following 2023 county budget amendment as follows:

A4300 Behavioral Health

Expense:

\$29,000 from A43001.51583.M2110 Staff Psychaitrist PT

\$29,000 to A43001.51104.M8200 Clerk Typist FT

RESOLUTION 6-4: AUTHORIZATION TO AMEND CONTRACT WITH TRANSPO BUS SERVICES, LLC

Mr. Robusto presented the following:

WHEREAS, Wayne County Public Health (WCPH) holds a contract with Transpo Bus Services, LLC, Contract No. WC22208; and

WHEREAS, WCPH would like to extend the contract for the second annual renewal as outlined in Resolution No.403-22; and

WHEREAS, Contract No. WC22208, period of September 1, 2023 to August 31, 2024 has an expenditure limit not to exceed \$500,000; and

WHEREAS, WCPH has identified the need to increase the contract expenditure limit from \$500,000 to \$825,000 for the above mentioned contract period, based on current costs, number of children enrolled in out of county programs, and the expected needs of children with developmental and physically handicapping conditions enrolled in the Early Intervention and Pre-K programs; and

WHEREAS, the WCPH 2023 approved budget has sufficient funds for this increase for the remainder of 2023, as will the 2024 WCPH budget; now, therefore, be it

RESOLVED, that the Chairman of the Wayne County Board of Supervisors is hereby authorized and directed to execute and sign an amendment, and any future amendments, with Transpo Bus Services, LLC to extend the contract for the period of September 1, 2023 to August 31, 2024, subject to the approval of the County Attorney as to form and content; and, be it, further

RESOLVED, that the Wayne County Treasurer is hereby authorized to increase the expenditure limit from \$500,000 to \$825,000 for the contract period of September 1, 2023 to August 31, 2024 for

RESOLUTION 6-5: AUTHORIZATION TO SET SALARY FOR THE DIRECTOR OF NURSING AT THE WAYNE COUNTY NURSING HOME

Mr. Robusto presented the following:

WHEREAS, the current, full-time Director of Nursing (DON) has resigned effective June 9, 2023, at the Wayne County Nursing Home (WCNH); and

WHEREAS, the Nursing Home Administrator has identified a candidate to fill this position, having significant experience and qualifications to meet the needs of WCNH; and

WHEREAS, the request to hire a Grade 9 DON at a salary commensurate with such experience has been submitted to the Salary Committee and approved for a salary up to \$95,823, if the candidate is obtained; now, therefore, be it

RESOLVED, that the Nursing Home Administrator has the authority to fill the Director of Nursing position at the Wayne County Nursing Home at a salary up to \$95,823.

RESOLUTION 6-6: AUTHORIZATION TO ACCEPT BID AND ENTER INTO AN AGREEMENT FOR DURABLE MEDICAL EQUIPMENT REPAIRS AND PREVENTIVE MAINTENANCE INSPECTIONS FOR THE WAYNE COUNTY NURSING HOME

Mr. Robusto presented the following:

WHEREAS, the Wayne County Nursing Home (WCNH) is responsible for the repair and preventive maintenance of all county-owned durable medical equipment (DME) within the facility per regulations from the New York State Department of Health (NYSDOH) and for resident and staff safety; and

WHEREAS, Resolution 208-23 terminated the prior agreement for provision of these services and authorized WCNH to seek new proposals for the required services; and

WHEREAS, the Purchasing Agent duly advertised for bids for DME repairs and preventive maintenance for WCNH in accordance with the provisions of Section 103 of the General Municipal Law; and

WHEREAS, bids were opened on Thursday, June 8, 2023 at 2 p.m. from Zoetek Medical Sales & Service, Inc. (Zoetek) and Cen-Med Enterprises, which are summarized on the additional document; and

WHEREAS, upon thorough review of bids received it was determined that Zoetek was the lowest responsive and responsible bidder; and

WHEREAS, the proposal from Cen-Med Enterprises contained a lower annual inspection price, however it was determined that it would be more advantageous for the County to award based on the cost of repairs over the inspection price as the majority of the usage of the vendor is for repair and maintenance and based on a brief cost analysis it was determined that Zoetek's bid was more advantageous to the County; now, therefore be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to sign and execute an agreement, on behalf of the Wayne County Nursing Home, for durable medical equipment repairs and preventive maintenance inspections with Zoetek Medical Sales & Services, Inc. for the period of July 1, 2023 to June 30, 2024, with an option to renew for up to two (2) additional one (1) year periods at the proposed rates, subject to approval of the County Attorney as to form and content.

RESOLUTION 6-7: RESOLUTION TO AWARD RFP AND EXECUTE AGREEMENT WITH BRIMS, LLC. FOR THE WAYNE COUNTY NURSING HOME

Mr. Robusto presented the following:

WHEREAS, Resolution 179-23 authorized the release for requests for proposals soliciting a medical billing consultant to provide training and ongoing consultation at the Wayne County Nursing Home (WCNH); and

WHEREAS, proposals were due by June 8, 2023, and four (4) proposals were received from the following:

Avid Consulting Group
2490 Sutton Place Dr. S
Carmel, IN 46032
Project Cost: \$60,000
Score: 960/5000 points

Berry, Dunn, McNeil & Parker, LLC
(d.b.a. BerryDunn)
2211 Congress St.
Portland, ME 04102
Project Cost: \$137,000
Score: 2448/5000 points

BRIMS, LLC
(d.b.a. Beacon Solutions Group)
171 Sully's Trail
Pittsford, NY 14534
Project Cost: \$30,000
Score: 4435/5000 points

CNC Consulting, Inc.
50 E. Palisade Ave.
Englewood, NJ 07631
Project Cost: \$57,600
Score: 1520/4000 points

and

WHEREAS, the proposals also contained hourly rates for consulting staff beyond the initial project to aid the nursing home for up to three (3) years on an as-needed basis, with the successful offeror's rates incorporated into the final contract; and

WHEREAS, the proposals were reviewed by members of a review committee consisting of 5 members, and the team recommends the contract be awarded to BRIMS, LLC dba Beacon Solutions (Beacon), in accordance with the program objectives, desired outcomes, terms and conditions of the RFP; now, therefore be it

RESOLVED, that the Chairman of the Wayne County Board of Supervisors is hereby authorized to enter into an agreement with BRIMS, LLC dba Beacon Solutions, on behalf of the Wayne County Nursing Home, for a term of August 1, 2023, through July 30, 2024, with the option to renew for up to two (2) additional one (1) year terms, based on the rates set forth in the submitted RFP, for an amount not to exceed \$40,000 for the initial contract period, subject to the approval of the County Attorney as to form and content; and, be it further

RESOLVED, that the Wayne County Treasurer is authorized to make the following adjustments to the 2023 budget for the Wayne County Nursing Home:

E1990 Contingent Fund

(Appropriations)
\$20,000 from 54000 - Contractual Expenses

E6000 Nursing Home Combined

(Appropriations)
\$20,000 to 54933.E8310 - Account Consultant

COM. #7 – HUMAN SERVICES – DONALTY, LEONARD, JOHNSON, Verno, METTLER

RESOLUTION 7-1: AUTHORIZATION TO EXTEND CONTRACT WITH MOM'S MEALS THROUGH SEPTEMBER 30, 2023

Mr. Donalty presented the following:

WHEREAS, The Department of Aging and Youth has a contract with Pur Foods Inc, DBA Mom's Meals for the provision of meals through the mail for homebound seniors in Wayne County; and

WHEREAS, the utilization level of this service requires it to be competitively procured; and

WHEREAS, the 2022 contract was extended through June 30, 2023 to allow for the procurement process; and

WHEREAS, a procurement has been issued with a closing date of July 10th, 2023; and

WHEREAS, the Department wishes to further extend the contract through September 30, 2023 to avoid any disruption in service to vulnerable seniors depending on meals while the RFP is being

reviewed and subsequent contract executed; now, therefore be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized and directed to execute the extension of the current contract with Pur Foods DBA Mom's Meals through September 30, 2023, subject to county attorney's approval as to form and content.

RESOLUTION 7-2: AUTHORIZATION FOR DEPARTMENT OF AGING AND YOUTH TO CONTRACT WITH WAYNE COUNTY SCHOOL DISTRICTS FOR THE FAMILY AND COMMUNITIES TOGETHER PROGRAM (FACT) FOR THE 23-24 SCHOOL YEAR

Mr. Donalty presented the following:

WHEREAS, the Families and Communities Together (FACT) Program is designed to assist families that have children in grades Pre-K through 12th grade who are exhibiting emotional and/or behavioral issues by providing intensive case management services and thereby preventing an out-of-home placement; and

WHEREAS, several Wayne County school districts have requested to enter into a contractual agreement with the Department of Aging and Youth for the provision of FACT services for the 23-24 school year; and

WHEREAS, the Department of Aging and Youth agrees to provide FACT services to a specified number of children per school district at a sum of \$1,000.00 per family for case management and \$500.00 per family for parent education only; now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized and directed to execute a contract on behalf of the Department of Aging and Youth for the provision of FACT services with the schools listed below in the amount specified, for the contract year September 1, 2023 through August 31, 2024, subject to the County Attorney's approval as to form and content.

School	Case Management	Parent Ed	Total Cost
NR/Wolcott	10	10	\$15,000
Clyde-Savannah	7	5	\$9,500
Lyons	7	0	\$7,000
Red Creek	1	0	\$1,000
Newark	6	6	\$9,000
Wayne	5	0	\$5,000
Pal-Mac	10	0	\$10,000
Gananda	5	0	\$5,000
Sodus	8	0	\$8,000
Total	46	21	\$69,500

RESOLUTION 7-3: AUTHORIZATION FOR AGING AND YOUTH TO SIGN AGREEMENT FOR BOOTH AT WAYNE COUNTY FAIR

Mr. Donalty presented the following:

WHEREAS, the Department of Aging and Youth wishes to rent a booth at the Wayne County Fair scheduled for August 14-18, 2023 for the purpose of sharing information about agency services; and

WHEREAS, Aging and Youth would need 1 Booth at the cost of \$220.00; now, therefore be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized and directed to execute a contract, subject to the County Attorney's approval as to form and content, with the Union Agricultural Society at Palmyra for a booth rental for the Department of Aging and Youth for \$220 for the 2023 Wayne County Fair.

RESOLUTION 7-4: AUTHORIZATION TO AMEND CONTRACT WITH VICTIM RESOURCE CENTER OF THE FINGER LAKES, INC DBA SURVIVOR ADVOCACY CENTER FOR THE PROVISION OF DOMESTIC VIOLENCE RESIDENTIAL SERVICES

Mr. Donalty presented the following:

WHEREAS, the Wayne County Department of Social Services (DSS) is responsible for ensuring a

safe place is available for victims of domestic violence; and

WHEREAS, Victim Resource Center of the Finger Lakes, Inc. DBA Survivor Advocacy Center is certified to provide residential services in Wayne County; and

WHEREAS, the Department of Social Services was authorized to enter into a contract with the Victim Resource Center of the Finger Lakes, Inc. DBA Survivor Advocacy Center to provide residential services via resolution #635-22 for the time period of 1/1/2023-12/31/2025 in an amount not to exceed \$75,000/annually; and

WHEREAS, the cost to provide residential services to victims of domestic violence has so far in 2023 exceeded the original annual contracted amount of \$75,000; and

WHEREAS, DSS budgeted \$100,000 in the 2023 Adopted Budget, anticipating an increase in these services; now, therefore be it

RESOLVED, that the Chairman of the Wayne County Board of Supervisors is hereby authorized to increase the annual contracted amount with Victim Resource Center of the Finger Lakes, Inc. DBA Survivor Advocacy Center for the provision of domestic violence residential services, subject to the County Attorney's approval as to form and content, for the term of the contract 1/1/2023-12/31/2023 at a cost not to exceed \$125,000 annually, and

RESOLVED, that the County Treasurer is authorized to make the following 2023 county budget amendments:

A1990 Contingent Fund General

(Appropriations)

\$25,000 from 54000 Contractual Expenses

A6070 Purchase of Services

(Appropriations)

\$25,000 to 54755 Preventive Services Child

RULE 14 RESOLUTION

OTHER BUSINESS

ADJOURNMENT

The next meeting of the Wayne County Board of Supervisors is scheduled for Monday, **August 14th, 2023, 11:00 a.m. at the Wayne County Fairgrounds**