

AGENDA
GOVERNMENT OPERATIONS COMMITTEE
Thursday, August 3rd 9:00 a.m.
Supervisors: Lasher, Donalty, Kolczynski, Chatfield, Rose

9:00 a.m. **Approval of meeting minutes**

9:00 a.m. **Pass Through Transmittals:**

9:05 a.m. **GIS Manager, Zakk Hess**

MONTHLY REPORT
DISCUSSION: GIS Needs Assessment

9:15 a.m. **County Attorney, Dan Connors**

MONTHLY REPORT [CA July.pdf](#)
DISCUSSION: 1% Sales Tax

9:25 a.m. **Board of Elections, John Zornow & Gerry Clingerman**

TRANSMITTAL:

- Authorization to Transfer Funds and Make Purchase [BOE08RES01 POLL BOOK REV2.docx](#)

9:30 a.m. **County Clerk, Mike Jankowski**

TRANSMITTAL:

- Authorization to Sign Contract with NYS Industries for the Disabled [cc08res1 Authorization to enter into an agreement for microfilm services.doc](#)
 - [waynecountymicrofilmdataimagingservicesinstream071923.docx](#)
 - [Wayne County Microfilmamendment071923.pdf](#)

9:35 a.m. **Grant Manager, Jay Roscup**
Compliance Officer, Ed Hunt
NO BUSINESS

9:35 a.m. **County Administrator, Rick House**

MONTHLY REPORT

DISCUSSION: County logo/seal

TRANSMITTAL:

- Authorization to Award Bid and Execute agreement with Fusion Digital [COTB8 RES1 REV1.docx](#)

9:50 a.m. **Human Resource Director, Chris Kalinski**

COUNTY STAFF UPDATE
NEGOTIATION UPDATE

COUNTY OF WAYNE
OFFICE OF THE COUNTY ATTORNEY

WAYNE COUNTY COURTHOUSE
26 CHURCH STREET, LYONS, NEW YORK 14489
FAX: (315) 946-5942

DANIEL C. CONNORS, ESQ.
COUNTY ATTORNEY
(315) 946-7442

ERIN M. HAMMOND, ESQ.
ASSISTANT COUNTY ATTORNEY
(315) 946-7444

The County Attorney's Office monthly report for July 2023 is as follows:

Contracts Drafted and/or Reviewed	13
Notice of Claims	1
Accidents	0
Disciplines/Grievances	1
Human Rights Complaints	0
Subpoenas	0
Freedom of Information Requests (FOIL)	49
FOIL Money Collected	\$0.00
Juvenile Delinquent's (JD's)	2
Persons In Need of Supervision (PINS)	1
Habeas Corpus	0
Poor Person Applications	5
Pistol Permit Hearings	0
Unemployment Hearings	0
Extreme Risk Protection Order (ERPO) Hearings	2
Total Amount of Bills Paid from A1420(CA)	\$564.71
Total Amount Paid from A1930 (Judgment & Claims)	\$38.50
Total Amount Paid from A1931 (Liability & Casualty)	\$0.00
Total Amount Paid for 207c Claims	\$0.00

Respectfully submitted,



Daniel C. Connors, Esq.
County Attorney

RESOLUTION

Committee No. 5

Date: 8/3/2023

Committee Chair: Mr. Lasher
Department Head: Zornow/Clingerman

AUTHORIZATION TO TRANSFER FUNDS FROM RESERVE ACCOUNT FOR THE PURCHASE OF ELECTRONIC POLL BOOKS AND RELATED EQUIPMENT FOR THE WAYNE COUNTY BOARD OF ELECTIONS

WHEREAS, The Wayne County Board of Elections (BOE) is in the process of replacing hand written poll books with electronic poll books; and

WHEREAS, New York State Board of Elections is encouraging electronic polling; and

WHEREAS, Electronic poll books are now in use in 60 of the 62 New York State counties and offer savings in supplies, poll worker time, accuracy, and most of all post-election reporting; and

WHEREAS, Funds for the system are available from the Non-motorized Equipment Reserve and supplemented by BOE's available Poll Book grant funds of \$25,917; and

WHEREAS, this resolution supercedes previous resolution 328-23 requesting authorization to conduct bidding, as the equipment is now available via a quote from Tenex via the New York State Office of General Services (OGS) contract; now, therefore be it

RESOLVED, the County Board of Supervisors authorizes the purchase of 183 electronic polling devices, at a total cost of \$445,917 for the Board of Elections including certified polling software, peripherals and services; and, be it further

RESOLVED, that the Wayne County Treasurer is authorized to transfer \$420,000 from the Non-motorized Equipment Reserve and make the following budget amendment:

A1450 Board of Elections
(Revenue)
\$25,917 to 43305 NYS Grants

(Appropriations)
\$445,917 to 54421 Election Expense

Budgeted: yes no Proposed Cost: _____ Reimbursed Amount: _____ County Cost: _____

Department Transfer: _____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes no N/A Signature: _____

County Attorney Review: yes no N/A Signature: _____

Purchasing Review: yes no N/A Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:
Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

RESOLUTION

Committee No. 5

Date: 8/3/2023

Committee Chair: Dic Lasher
Department Head: Mike Jankowski

AUTHORIZATION TO CONTRACT WITH NEW YORK STATE INDUSTRIES FOR THE DISABLED FOR MICROFILM SERVICES FOR THE COUNTY CLERK'S OFFICE

WHEREAS, Wayne County needs to convert accumulated digital images into microfilm; and

WHEREAS, the Office of the County Clerk has received a service proposal from New York State Industries for the Disabled/ Instream LLC for Microfilm conversion services for .03 cents per image for 2023, .035 for 2024 and .04 for 2025; and

WHEREAS, the County Clerk is satisfied that NYSID/ Instream LLC has the necessary skills and expertise to provide this service; and

WHEREAS, NYSID is a preferred source vendor; now, therefore be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized and directed to execute an agreement for Microfilm services on behalf of the County of Wayne, subject to the County Attorney's approval as to form and content, with NYSID/ Instream LLC for a cost of .03 per Image for 2023, .035 for 2024 and .04 for 2025; and, be it further

RESOLVED that said agreement shall commence on November 1, 2023 for a duration of one year with an option to renew for two additional years.

Budgeted: yes no Proposed Cost: \$12,000.00 Reimbursed Amount: _____ County Cost: \$7,200.00

Department Transfer: _____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes no N/A Signature: _____

County Attorney Review: yes no N/A Signature: _____

Purchasing Review: yes no N/A Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:
Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____



CORPORATE OFFICES:
11 Columbia Circle Drive, Albany, NY 12203
Phone: (518) 463-9706 Fax: (518) 463-9708

NEW YORK CITY SALES OFFICE:
352 Seventh Avenue, Suite 201, New York, NY 10001
Phone: (212) 889-6618 Fax: (212) 545-1316

July 19, 2023

Michele DiSanto Burgess
Deputy County Clerk
Wayne County Clerk
9 Pearl St. Lyons NY 14489
Phone: 315.946.5970
Fax: 315.946.5978
mdisanto@co.wayne.ny.us

Dear Michele;

Re: Wayne County Microfilm Conversion Services - REVISION

Attached please find our Preferred Source Proposal to provide Microfilm Conversion Services to Wayne County. This proposal was put together utilizing our NYSID Corporate Partnership with Instream, LLC, dba Biel's Information Technology and ARC Erie County.

NYSID as with all Preferred Source service contracts will be the contract holder; however the documentation, planning, and execution of this proposed contract will be done by the Corporate Partnership between Instream and the ARC Erie County.

If you have any questions regarding our proposal or would like to discuss any part of our proposal, including price, operational plan, etc please don't hesitate to contact me in Buffalo at 716-875-9232.

Sincerely,

Margie Werder
WNY Account Representative
New York State Industries for the Disabled
716-875-9232

Cc: Brad Bass



Amended Wayne County Microfilm Pricing Proposal

InStream LLC, in partnership with NYSID (referred to as “Company” hereafter), will provide Wayne County (referred to as “Customer” hereafter) with Microfilm Conversion Services.

This agreement aims to pre-establish a base price for the services to be rendered.

The company will perform the following tasks:

1. Pickup and transport of the TIFF images to and from our production center.
2. Prep TIFF images for conversion
3. Convert TIFF images to 16mm Microfilm.
4. Index Microfilm for identification.
5. Provide the converted and indexed images on 16mm Microfilm.

The customer will provide the following deliverables:

1. TIFF images in usable condition.
2. TIFF images packaged for transport.
3. Indexing requirements and parameters.
4. Database of indexing information when applicable.

The pricing for the Microfilm conversion services is as follows.

- 2023 - \$0.03 per image equaling \$7,200 annually for 240,000 images.
- 2024 - \$0.035 per image equaling \$8,400 annually for 240,000 images.
- 2025 - \$0.04 per image (optional), equaling \$9,600 annually for 240,000 images.

Sincerely,

/s/ Brad Bass

Brad Bass
InStream LLC

07/19/2023

RESOLUTION

Committee No. 5

Date: 8/3/2023

Committee Chair: Lasher
Department Head: House

Authorization to Award Bid and Execute Agreement for Audio/Video Improvement Project in the Board of Supervisors Chambers

WHEREAS, a Competitive Bid was released to solicit bids for the replacement of obsolete audio and video systems in the Board of Supervisors Chambers in the Old Court House; and
WHEREAS, Bids were due by July 20, 2023 and two bids were received, but upon review one was rejected for failing to meet the requirements of the submission of bids; and
WHEREAS, the bid submitted by Fusion Digital, 300 Main St, East Rochester, NY 14445 in the amount of \$199,241 was deemed to best meet the requirements of the project; and
WHEREAS, the 2023 Wayne County adopted budget included a partial appropriation for this audio/video improvement project; now therefore be it

RESOLVED, that the Wayne County Board of Supervisors hereby authorizes the selection of Fusion Digital to complete the audio/video improvement project in the Board of Supervisors Chambers; and be it further

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to execute an agreement with Fusion Digital in the amount of \$199,241, subject to the County Attorney's approval as to form and content, and be it further

RESOLVED, that the Wayne County Treasurer is authorized to transfer \$136,854 from Unassigned General Fund Balance and make the following budget adjustment:

A1010 Legislative Board
(Appropriations)
\$136,854 to 52500 Other Equipment

Budgeted: yes no Proposed Cost: \$199,241.00 Reimbursed Amount: _____ County Cost: \$199,241.00

Department Transfer: _____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes no N/A Signature: _____

County Attorney Review: yes no N/A Signature: _____

Purchasing Review: yes no N/A Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:
Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____