COMMITTEE OF THE WHOLE
AGENDA
April 1, 2020

PUBLIC WORKS COMMITTEE

1. Approval of Minutes
   - March 4, 2020
2. Awarding of Generator Bids

PUBLIC SAFETY COMMITTEE

1. Approval of Minutes
   - March 4, 2020
2. District Attorney, Keith Slep
   - Request to Create and Fill Assistant District Attorney 7 Position
3. Emergency Management & Fire Director, Jeff Luckey
   - Re-Appropriation of SHSP18 Grant Funds
   - Permission to Apply Jointly with the Sheriff’s Office for the 2020 Homeland Security Grant

PERSONNEL COMMITTEE

1. Approval of Minutes
   - March 4, 2020
2. Referrals from Committees
3. Personnel Officer, Bobby Budinger
   - Families First Coronavirus Response Act

HUMAN SERVICES COMMITTEE

1. Approval of Minutes
   - March 4, 2020
2. Office for the Aging Director, Anita Mattison
   - Approval of Addendum to Population Health (P2) Collaborative of WNY Service Agreement
   - Approval of Highland Park Rehabilitation and Nursing Center Contract

WAYS & MEANS COMMITTEE

1. Accept and Appropriate NYS CDBG Grant Project #20WS350-19 (ACCORD – Replace Wells/Septic)
2. Accept and Appropriate Insurance Recovery

Old Business

New Business

Good of the Order

Adjournment
Request to Create and Fill Position

Date: **March 12, 2020**  
Committee of Jurisdiction: **Public Safety**

Title of Position: **Assistant DA 7**  
Dept.: **District Attorney**

Will any position(s) be eliminated? **No**  
If yes, which position(s): 

This position is an:  
Existing position:  
Newly Created Position: **X**  
Created by Resolution #: 

This position will be:  
Full-Time:  
Part-Time: **X**  
Permanent:  
Temporary:  

This position will be:  
Section IV: **X**  
Non Union:  
Union:  
covered by the __________ bargaining unit.

Grade:  
Step:  
Hourly pay rate:  

Annual salary of position: $40,000  
Cost of benefits for position: 

Does position support a mandated program/grant? **No**  
Name of program: 

Source of funding for position:  
100% County  
% State  
% Federal  
% Other  

Source of funding for benefits:  
100% County  
% State  
% Federal  
% Other  

Amount in current year's budget for this position: 

Rationale justifying the need to fill this position at this time. Please include in your rational where applicable: 
1. The specific duties that cannot be accomplished by another employee.  
   **We have lost employee and taken on new duties**

2. The goals your organization will not be able to accomplish as a result of not filling this position.  
   **Prosecution of crime**

3. The funding available to fill the position from external sources.  
   **N/A**

4. The benefit to the County generated by this specific position.  
   **Prosecution of crime**

Department Head Name:  
County Administrator Authorization:  
Personnel Officer Authorization:  

Date: **3/12/20**  
Date: **3/13/20**  
Date: **3/13/20**

Form Updated: 05/25/18 (Resolution No. 118-18)
MEMORANDUM OF EXPLANATION  
For Reappropriation of GRANTS

INTRODUCTION NO: ____________________________________________
(Clerk’s use only)

Committee of Jurisdiction: __Public Safety_________ Date: ___3/4/2020________________________

Explanation of Grant:
(Please attach copy of grant application and award letter and/or renewal letter with original resolution # and list any future requirements of the grant after expiration.)

The Office of Emergency Services is requesting a resolution to re-appropriate the SHSP 18 grant for the amount of $10,325 to be budgeted in the 2020 budget. Please refer to resolution #179-18 to accept the SHSP 18 grant.

Contract #C969180        DHSES #WM2018 SHSHP             Project #SH18-1007-D00

Re-appropriations to 2020 Budget

Expense
A 3662.204 Motor Vehicle $ 7,840
A 3662.207 Emerg Serv Equip $ 2,485
Total Exp $ 10,325

Revenue
A 3662.3306.EM18 St Aid 2018 HS SHSP C#969180 $ 10,325

FISCAL IMPACT: 
Total grant: $10,325 (balance of original grant of $52,485)

Local county share: $0.00

State Grant? _N/A_____Revenue # ___________________________ $ __________________

Federal Grant? _X_ Revenue # _A 3662.3306.EM18 St Aid 2018 HS SHSP C#969180_ $ _10,325_____

If Federal, please list Federal Catalog of Federal Domestic Assistance (CFDA) number _97-067

This grant is a _____ renewal of existing grant funded programor _X_ new grant fund program.

Contract Date: 9/01/2018-8/31/2021

Grant Fiscal Year: 2018-2021

Obligation of County after grant expires: None

Major benefits of accepting this grant are: ReAPPROPRIATION NECESSARY TO SPEND REMAINING GRANT FUNDS.

Department Head Signature: __Jeff Luckey_________________________
MEMORANDUM OF EXPLANATION

For Authorization to Apply for Grant

INTRODUCTION NO: ___________________ (Clerk’s use only)

Committee of Jurisdiction: Public Safety Date: April 1, 2020

Seeking authorization to apply for: Homeland Security Grant Program HSGP2020 grant. This grant includes State Homeland Security Grant Program (SHSP) & State Law Enforcement Terrorism Prevention Program (SLETPP).

Period of Performance Sept 01, 2020- Aug 31, 2023

Explanation of grant application: The funding is to support regional preparedness for the county. The amount of $66,824, minimum of 20% - $13,365.00 of this must be earmarked for the four national priority areas that DHS/FEMA is requiring. These include Cyber Security, Soft Targets/ crowded places, intelligence and information sharing, and emerging threats. 25% - $16,706.00 of this is the SLETPP must be directed to the Sheriff’s Office. The remaining $36,753 is to be used by Office of Emergency Services to enhance the preparedness for the county to respond to emergency situations.

FISCAL IMPACT: Total grant: $66,824.00  20%-13,365.00- 4 NP  25%-16,706.00 - SLETPP  36,753.00- SHSP

Local county share: $ 0.00

State Grant? YES__ Revenue # ____________________ $ __________________

Federal Grant? N__ Revenue # __ $

If Federal, please list Federal Catalog of Federal Domestic Assistance

This grant is a renewal of existing grant funded program or new grant fund program.

Grant Fiscal Year: 2020-2023 Sept 01, 2020-August 31, 2023

Obligation of County after grant expires: None

Major benefits of applying for this grant are: This grant will help supply the County with equipment to both prepare and respond to incidents. The equipment will ensure the safety of the responders and the citizens of Allegany County.

Department Head Signature: Jeff Luckey

Personnel Committee
April 1, 2020
Referrals from Other Committees

Public Safety Committee

1. District Attorney Keith Slep is requesting permission to create one part-time Assistant District Attorney 7 (Section IV Salary Plan). The annual salary of this position is $40,000 and is funded 100 percent with County funds.
The Personnel Officer requests that a resolution be passed exempting emergency responders and health care providers from applicable FMLA and emergency paid leave provisions of the Families First Coronavirus Response Act.

These personnel are essential in providing critical public health and safety emergency services to our residence and need to be available for work to the extent possible.

For further information regarding this matter, contact

H. Robert Budinger
Name and Department

Ext. 9214
Telephone Number
RESOLUTION

WHEREAS, on or about March 13, 2020, President Trump declared a national emergency regarding the outbreak of the COVID-19 virus; and

WHEREAS, on or about March 18, 2020, the Families First Coronavirus Response Act (“Act”), which included a temporary expansion of the FMLA and emergency paid leave provisions, was signed into federal law; and

WHEREAS, the Act is due to take effect no later than April 1, 2020; and

WHEREAS, the Act permits covered employers, including public employers, to exclude emergency responders and health care providers from the applicable FMLA and emergency paid leave provisions of the Act; and

WHEREAS, the County of Allegany (“Allegany”) recognizes that its emergency responders and/or health care providers deliver critical public health and safety emergency services to the county residents and businesses,

NOW, THEREFORE, BE IT RESOLVED:

1. Effective immediately, and to the extent it may be required by federal law or regulation, the Allegany County Legislature hereby exempts and excludes its emergency responders, including, but not limited to, all members of its Police and Fire and EMS/Ambulance Departments as may exist, from any applicable FMLA and emergency paid leave provisions of the Act.

2. The County of Allegany reserves the right to modify or terminate this Resolution at any time in order to meet the needs of the county and its employees.

Date: April 1, 2020
The Allegany County Office for the Aging requests permission to approve an addendum to the current agreement with Population Health (P2) Collaborative of WNY to extend the service agreement termination date from March 31, 2020 to August 31, 2020. This agreement is to provide Aging Mastery Program (AMP) classes in Allegany County.

**FISCAL IMPACT:** There is no fiscal impact.

For further information regarding this matter, contact:

Anita Mattison  
Director, Office for the Aging  
585-268-9390
MEMORANDUM OF EXPLANATION

Committee of Jurisdiction: Human Services  Date: 4/1/2020

The Allegany County Office for the Aging requests permission to enter into a contract with Highland Park Rehabilitation and Nursing Center for skilled nursing respite care. The daily rate (24 hour stay) will be $310.00 for a private room and $305.00 for a semi-private room.

FISCAL IMPACT:

This expense has been included in the 2020 budget.

For further information regarding this matter, contact:

____________________________________  585-268-9390
Anita Mattison, Director Office for the Aging  Telephone
MEMORANDUM OF EXPLANATION
For Acceptance and Budgeting of GRANTS

INTRODUCTION NO: ___________________ (Clerk’s use only)

Committee of Jurisdiction: Ways & Means Committee Date: April 1, 2020

Explanation of Grant:
(Please see attached Grant Award Letter from NYS Office of Homes & Community Renewal dated March 27, 2020.)
Seeking authorization to accept and appropriate the NYS CDBG Grant Project #20WS350-19, a water well and septic replacement system grant in collaboration with ACCORD Corporation. Allegany County will receive $5,200 to cover County administrative costs associated with administering the grant. Authorization to apply for the grant was approved on November 13, 2019, by Resolution #260-19. Seeking authorization for the Board Chairman to sign grant documentation as required for contractual and administrative purposes.

Appropriations ($400,000)
A8121.492 DEC Grant Sewage Collection System #20WS350-19 CDBG $400,000

Revenues ($400,000)
A81221.3489.DEC State Aid DEC Grant Sewage Collection System #20WS350-19 CDBG $400,000

FISCAL IMPACT: Total grant: $400,000
Local county share: -0-

State Grant? X Revenue: A8121.3489.DEC #20WS350-19 CDBG $400,000

This grant is a new grant fund program.

Grant Fiscal Year: March 12, 2020 – March 14, 2022

Obligation of County after grant expires: None.

Major benefits of accepting this grant are: The grant funding will provide for (25) twenty-five water well and or septic systems to be replaced in Allegany County for low income individuals including the elderly, disabled, and Veterans.

For Additional Information:
Carissa M. Knapp, County Administrator 585-268-9217
March 27, 2020

Honorable Curtis Crandall
Chairperson
 Allegany County
County Office Building
7 Court Street
Belmont, NY 14813

Dear Chairperson Crandall:

Re: Allegany County
    NYS CDBG Project #20WS350-19
    Allegany County Well and Septic

Congratulations to Allegany County on being awarded a 2019 New York State Community Development Block Grant (NYS CDBG) for Wells and Septic through the 2019 Housing Application.

Enclosed are two (2) copies of the Grant Agreement for the above referenced project. Included in the Grant Agreement are the following: Schedule A, which may provide additional requirements or instructions that must be addressed prior to the execution of the Grant Agreement; Schedule B, which is the approved NYS CDBG project budget, including proposed accomplishments of the project, as stated in the application for CDBG funds, and Schedule C, which identifies the steps required to complete the Environmental Review Record, which is required to obtain approval for the release of funds.

Both copies of the Grant Agreement must be signed by the Chief Elected Official (CEO) and returned to the address listed below no later than Friday, May 8, 2020. To fully execute the Grant Agreement and to set up the electronic transfer of funds, a non-interest bearing financial account, solely for the deposit and disbursement of NYS funds, must be established in the name of the Allegany County, and the following must be completed and submitted to the OCR with the signed copies of the Grant Agreement:

- Authorized Signature Form for Request for Funds (original)
- ACH/Direct Deposit Authorization of NYS CDBG Funds (original)
- Program Schedule
- Project Team

Submittal of the Authorized Signature, the Designation of Depository, Program Schedule and Project Team are required for all new, current, and prior Recipients of NYS CDBG funding. These forms and instructions are available on the OCR website, https://hcr.ny.gov/community-development-block-grant.

The effective date of the Grant Agreement and the date your community can begin incurring costs for exempt activities, as identified in 24CFR58.34 and 58.35 is March 12, 2020. Costs for non-exempt activities cannot be incurred until the required Environmental Review Record (ERR) is submitted to the OCR and the Request for Release of Funds has been approved.
CDBG funds will only be disbursed after the ERR has been accepted and a Release of Funds is approved or a concurrence letter is issued. Please refer to Schedule C of the Grant Agreement for more information on completing the ERR process.

Specific guidelines for administering the grant, including the required environmental review requirements, can be found in the Grant Administration Manual located on the OCR website at https://hcr.ny.gov/community-development-block-grant.

To better assist Allegany County, the Office of Community Renewal (OCR) is pleased to provide the following schedules for webinars:

1. Getting Started          April 1, 2020
2. Environmental Review    April 8, 2020
3. Financial Management    April 15, 2020
4. Program Administration  April 22, 2020
5. Lead Based Paint Compliance  April 29, 2020

Participation in the all five webinars is required for Recipients. Information for webinar registration will be sent via e-mail.

The OCR would like to take this opportunity to introduce Denise Cannon, the assigned NYS Community Developer. Please contact Denise Cannon at Denise.Cannon@nyshcr.org with any questions regarding this project or for the completion of the Grant Agreement and associated documents.

The OCR looks forward to working with Allegany County to successfully complete this important NYS CDBG project.

Sincerely,

Jason Purvis
Vice President, Federal Programs
Office of Community Renewal

(2) enclosures

cc: VIA E-MAIL (cover letter only)
    Denise Cannon, Community Developer
MEMORANDUM OF EXPLANATION

COMMITTEE: Ways and Means

DATE: April 1, 2020

RE: Appropriation of Insurance Recovery

On October 22, 2018, the Board adopted Resolution No. 201-18 accepting a check in the amount of $11,650 from NYMIR representing a partial settlement for damages to electronic equipment sustained during a May 22, 2018, lightning strike.

On January 25, 2019, the Board adopted Resolution No. 22-19 accepting a check in the amount of $118,168.76 representing what we believed would be the final settlement for damages to electronic equipment sustained during a May 22, 2018, lightning strike.

At this time, Clerk of the Board Brenda Rigby Riehle requests a resolution accepting a check in the amount of $14,620.64 representing a supplemental claim for an invoice not previously submitted and associated with the replacement of electronic equipment that was damaged during a May 22, 2018, lightning strike. This increases our full cost of repairs or replacement of damaged equipment from $152,104.74 to $166,725.38. This type of claim is subject to diminishing deductibles (the larger the loss, the more deductible discount) as well as a recoverable depreciation so the County is still eligible to recover an additional $7,503.83 in expenses if needed.

The funds should be appropriated to CS1931.429 (Risk Retention – Uninsured Property Loss) with a like sum placed in revenue account CS1930.2680.00 (Insurance Recovery).

FISCAL IMPACT: $14,620.64. (The check from NYMIR represents a reimbursement of $14,620.64 paid out in 2020 for the May 22, 2018, Lightning Strike Claim)

For further information regarding this matter, contact:

Brenda Rigby Riehle, Clerk of the Board 268-9220