Present: Committee Legislators Clattenburg, Yunker, Klotzbach and Torrey. Legislator Dibble, Deleo, Borrelli and Mancuso attended. County Manager Matt Landers, County Attorney Mark Boylan, Clerk of the Legislature Lisa Casey, County Treasurer Kevin Andrews, Deputy County Treasurer Katie Stein, Human Resources Director Anita Cleveland, Information Technology Director Mike Burns, Public Communications and Web Design Specialist Steven Falitico, Job Development Bureau Director Teresa Van Son, Director of Real Property Tax Services Sarah Lippincott, Real Property Tax Services Deputy Director Julia Foote, Deputy County Clerk Steven Grice, Deputy County Clerk Deborah Underhill, Nate Rider and Mark Gutman with The Daily News attended.

The meeting was opened on Wednesday, October 21, 2026 at 4:30 p.m. Meeting location was at 7 Main Street in Batavia, New York at the Old Courthouse in the Legislative Conference room.

Committee Chair Clattenburg announced a quorum was established.

Minutes of the October 7, 2026 Ways and Means Committee meeting were approved as presented by Committee Chair Clattenburg.

Public Communications and Web Design Specialist Steven Falitico recommended declaring November 4-11, 2026 as a Green Light for Veterans County and as a time to salute and honor the service and sacrifices of those transitioning from active service and in observance of Operation Green Light, Genesee County will illuminate the Old Courthouse, located at 7 Main Street in Batavia, in green from November 4 through November 30. This was approved for placement on the next Legislature Agenda upon motion of Legislator Torrey seconded by Legislator Yunker, carried unanimously.

County Treasurer Kevin Andrews recommended awarding RFP #2026-106 to The International City Management Association Retirement Corporation d/b/a MissionSquare Retirement for deferred compensation plan services for an initial contract period of January 1, 2027 to December 31, 2031. This was approved for placement on the next Legislature Agenda upon motion of Legislator Klotzbach seconded by Legislator Yunker, carried unanimously.

Director of Real Property Tax Services Sarah Lippincott recommended that a public hearing be held on the proposed resolution Authorizing Real Property Tax Exemption for Permanent and Total Disabled Veterans – RPTL §458-a(11), on Tuesday, November 10, 2026 at 5:30 p.m. at the Old Courthouse, 7 Main St, Batavia, New York. Legislator Yunker motioned to table the resolution seconded by Legislator Torrey, carried unanimously. Legislator Clattenburg requested to see more data regarding the exemption.

Director of Real Property Tax Services Sarah Lippincott recommended providing the full real property tax exemption RPTL§458-a(11) authorized therein for the primary residence of a qualifying permanent and totally disabled veteran for Genesee County taxation and to take such administrative actions as may be necessary to implement the exemption in accordance with New York State law and applicable guidance issued by the New York State Department of Taxation and Finance. Legislator Torrey motioned to table the resolution seconded by Legislator Klotzbach, carried unanimously.

Sarah Lippincott will provide information so that this can be brought back to Ways and Means on November 4th for a decision to move it for adoption.

Information Technology Director Mike Burns recommended executing an agreement with Toshiba Business Solutions, for a period of 3 years beginning October 1, 2026 through September 30, 2029 in the amount of $31,212 for a renewal of DocuWare Cloud Professional. This was approved for placement on the next Legislature Agenda upon motion of Legislator Klotzbach seconded by Legislator Torrey, carried unanimously.

Information Technology Director Mike Burns requested authorization to amend the 2026 Genesee County Employees' Salary Schedule by creating one position of Financial Management Assistant; and deleting one position of Principal Clerk, effective September 21, 2026. This was approved for placement on the next Legislature Agenda upon motion of Legislator Yunker seconded by Legislator Klotzbach, carried unanimously.

Job Development Bureau Director Teresa Van Son recommended implementing a Sub-Lease Agreement with Eastown Plaza Associates LLC, between the County of Genesee and the New York State Education Department ACCES – VR, for the period August 1, 2026, and ending on July 31, 2029 with the following rates: The Sub-Tenant agrees to pay the Sub-Landlord the sum of $749.58 per month as a fixed rate for the lease period of August 1, 2026, and ending on July 31, 2029, payable yearly $8,994.96. This was approved for placement on the next Legislature Agenda upon motion of Legislator Yunker seconded by Legislator Torrey, carried unanimously.

Job Development Bureau Director Teresa Van Son recommended reappointing Shawn Pollock, Human Resources Manager at Notera Foods to the GLOW Workforce Development Board: as Private Sector Business to serve a term from October 1, 2026 – September 30, 2028. This was approved for placement on the next Legislature Agenda upon motion of Legislator Torrey seconded by Legislator Klotzbach, carried unanimously.

Job Development Bureau Director Teresa Van Son recommended reappointing Daniel Ireland, Executive Vice President, Chief Nursing Executive, and Patient Care Officer at Rochester Regional Health to the GLOW Workforce Development Board: as Private Sector Business to serve a term from October 1, 2026 – September 30, 2028. This was approved for placement on the next Legislature Agenda upon motion of Legislator Yunker seconded by Legislator Torrey, carried unanimously.

Deputy County Clerks Steven Grice and Deborah Underhill provided an update on the operations, staffing, and revenues of the Recording Office and Motor Vehicle Office. The Recording Office is fully staffed and continues to make progress in digitizing historical records, with deed indexes completed back to 1802 and deed images completed back to 1882. Online record sales are projected to generate more than $55,000 in revenue, offsetting contractual expenses, while mortgage tax revenue is estimated at approximately $465,000 for 2027. The office continues to process civil records, monitor efiling initiatives, and explore electronic filing of criminal court records. The Motor Vehicle Office is also fully staffed, with operations running smoothly and revenues benefiting from the revised revenue-sharing formula. The office continues to serve out-of-county customers and assist regional dealerships, generating approximately $7,000 in additional

revenue through assistance to the Rochester Auto Dealers Association. Vehicle Use Tax revenue is projected at approximately $405,000 for 2026, slightly below the 2025 total. The Committee also received updates regarding pistol permit activity, FOIL requests, and security improvements, including the continued benefit of security guard services.

County Manager Matt Landers recommended a Public Hearing on the tentative 2027 Genesee County Budget be held on Wednesday, November 4, 2026, at 5:30 p.m. at the Old County Courthouse. This was approved for placement on the next Legislature Agenda upon motion of Legislator Yunker seconded by Legislator Torrey, carried unanimously.

County Manager Matt Landers recommended that the Genesee County Chamber of Commerce be designated as the Official Tourism Agency for the County of Genesee for the fiscal year January 1, 2027 through December 31, 2027. This was approved for placement on the next Legislature Agenda upon motion of Legislator Torrey seconded by Legislator Klotzbach, carried unanimously.

County Manager Matt Landers recommended ratifying and approving the terms and conditions of said Agreement by and between the CSEA General Unit, Genesee County Local 819 Union and the County of Genesee for the period of January 1, 2027, through December 31, 2029. This was approved for placement on the next Legislature Agenda upon motion of Legislator Klotzbach seconded by Legislator Yunker, carried unanimously.

County Manager Matt Landers recommended adopting GC-085 Email Retention & Archive, GC-086 Media Copyright, GC-087 IT Service Request/Problem Reporting, and GC-088 Data Storage policies. This was approved for placement on the next Legislature Agenda upon motion of Legislator Torrey seconded by Legislator Klotzbach, carried unanimously.

County Manager Matt Landers recommended adopting GC-091 Use of Official County Seal policy. This was approved for placement on the next Legislature Agenda upon motion of Legislator Yunker seconded by Legislator Klotzbach, carried unanimously.

Referral from Public Service Committee by Committee Chair Klotzbach

1. Grant Acceptance – Sheriff/ Communications/NYS DHSES OIEC Combined SFY2025 & SFY2026 Statewide Interoperable Communications Grant Program seconded by Legislator Yunker, carried unanimously.
2. Grant Acceptance–Sheriff/ Communications/NYS DHSES OIEC Combined SFY2025 & SFY 2026 Public Safety Answering Point (PSAP) Operations Grant Program seconded by Legislator Torrey, carried unanimously.
3. Budget Amendment-Sheriff/ Communications/Radio Services seconded by Legislator Yunker, carried unanimously.
4. Budget Amendment-Sheriff/Insurance Recovery seconded by Legislator Torrey, carried unanimously.
5. By-Laws Revision-Criminal Justice Advisory Council (CJAC) seconded by Legislator Yunker, carried unanimously.
6. 2026 Budget Amendment–County Road Fund seconded by Legislator Torrey, carried unanimously.
7. Surplus Equipment-DPW/Road Machinery Fund seconded by Legislator Yunker, carried

unanimously.

8. Intermunicipal Agreements–DPW-Town Snow and Ice Control and Mowing seconded by Legislator Torrey, carried unanimously.
9. Award Of Bid #2026-16–DPW/Vac Trailer seconded by Legislator Yunker, carried unanimously.
10. Change Order–DPW/HLOM Renovations seconded by Legislator Torrey, carried unanimously.
11. Master Agreement/Establish Capital Project/Budget Amendment–DPW/South Street Road and Fargo Road Roadway Safety Enhancements seconded by Legislator Yunker, carried unanimously.
12. Award Of Bid #2026-07 /Consultant Agreement– DPW/Colby Rd Over Murder Creek Bridge Replacement seconded by Legislator Torrey, carried unanimously.

Clerk of the Legislature Lisa Casey requested authorization to pay the Town Supervisors, Village Treasurers, and the Treasurer of the City of Batavia the amounts aforesaid from the Mortgage Tax: City of Batavia $184,675.73, Town of Alabama $23,397.52, Town of Alexander $24,728.31, Town of Batavia $56,339.17, Town of Bergen $25,039.99, Town of Bethany $20,298.77, Town of Byron $18,516.78, Town of Darien $29,644.15, Town of Elba $14,863.98, Town of LeRoy $60,309.38, Town of Oakfield $23,915.61, Town of Pavilion $11,691.79, Town of Pembroke $48,116.34, Town of Stafford $21,917.49, Village of Alexander $2,072.84, Village of Attica $686.37, Village of Bergen $3,115.62, Village of Corfu $2,605.73, Village of Elba $1,674.98, Village of LeRoy $17,520.92 and Village of Oakfield $3,754.55. For a total of $594,886.02. This was approved for placement on the next Legislature Agenda upon motion of Legislator Yunker seconded by Legislator Torrey, carried unanimously.

Clerk of the Legislature Lisa Casey announced the next Ways and Means Committee Meeting is Wednesday, November 4, 2026 at 4:30 p.m. in the Legislative Conference Room at the Old Courthouse.

Ways and Means Committee Meeting adjourned by Committee Chair Clattenburg at 5:27 PM.

CERTIFICATION OF THE CLERK
STATE OF NEW YORK, County of Genesee, ss:
I, Lisa K. Casey hereby certify that the foregoing is a true report of the Ways and Means Committee of the Genesee County Legislature on Wednesday, October 21, 2026, at 4:30 P.M., typographical errors accepted.

Lisa K. Casey