

# Genesee County

## Shared Services Initiative

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2021 PLAN



**GENESEE COUNTY MANAGER'S OFFICE**

**7 MAIN STREET, BATAVIA, NEW YORK 14020 • PHONE (585) 344-2550 EXT. 2204**

L. MATTHEW LANDERS | COUNTY MANAGER

TAMMI FERRINGER | ASSISTANT COUNTY MANAGER

VICKY MUCKLE | EXECUTIVE ASSISTANT

## INTRODUCTION

Governor Andrew Cuomo established the County-wide Shared Services Initiative (“CWSSI”) in the FY18 State Budget with the stated intent of generating tax savings through inter-government collaboration. This statewide initiative requires the chief executive officers in the 57 counties outside of New York City to convene Shared Services Panels for the purpose of identifying and developing shared services projects. The projects are then incorporated into a Shared Services Plan and put up for a vote by the Shared Services Panel.

**The Shared Services Panel must consist of the chief executive officer of every city, town and village in the county.** For Genesee County, this creates a working Shared Services Panel of at least 21 officials. This panel could be expanded to include any school district, board of cooperative educational services, fire protection or special district representatives in the county. Development of a Shared Services Plan also requires the input from the public, and from civic, business and labor leaders.

The Countywide Shared Services Initiative (CWSSI) requires the County Manager to convene at least three (3) public meetings in advance of the delivery of a Shared Services Plan to the panel for a vote. The process will be organized and administered by the County and the inter-governmental panel will be chaired by the County Manager, L. Matthew Landers.

The goal of the CWSSI is to save property taxpayers money, by identifying collaborative opportunities for shared services between as many local governments as possible. Prospects for both short-term and long-term savings should be considered.

## SHARED SERVICES PANEL

Must consist of a representative from the County (CEO, Administrator, or Manager), city (Manager), each town (Supervisor) and village (Mayor):

County of Genesee	
L. Matthew Landers, County Manager	
City of Batavia	
Rachel Tabelski, Interim City Manager	
Town of	
Alabama	Robert Crossen, Supervisor
Alexander	David Miller, Supervisor
Batavia	Greg Post, Supervisor
Bergen	Ernest Haywood, Supervisor
Bethany	Carl Hyde, Supervisor
Byron	Peter Yasses, Supervisor
Darien	Stephen Ferry, Jr., Supervisor
Elba	Donna Hynes, Supervisor
LeRoy	James Farnholz, Supervisor
Oakfield	Matthew Martin, Supervisor
Pavilion	Rob LaPoint, Supervisor
Pembroke	Thomas Schneider, Supervisor
Stafford	Robert Clement, Supervisor
Village of	
Alexander	William Wagner, Mayor
Bergen	Anna Marie Barclay, Mayor
Corfu	Thomas Sargent, Mayor
Elba	Norm Itjen, Mayor
Leroy	Greg Rogers, Mayor
Oakfield	Dave Boyle, Mayor

*The County may opt to invite any school district, board of cooperative educational services, fire district, fire protection district, or special improvement district in the county.*

## KEY ROLES & RESPONSIBILITIES

### Role of the County Manager's Office

- Staff the panel and represent the County and its residents
- Commence meetings and consult with the required panel members
- Organize public hearings and topical meetings with key strategic partners
- Develop and submit the plan, estimated Cost Savings Certification for County Legislature review
- Submit the final approved plan with certification to the NYS Division of the Budget
- Present the final approved plan to the public

**Role of Municipal Partners (City, Town and Village Representatives)**

- Represent their local government and residents on the Shared Services Panel
- Participate in plan development and provide local costs and savings estimates
- Collaborate with other panel members and recommend actions for implementation
- Determine if your municipality should opt-out of any actions proposed in the plan
- Vote on the plan and provide written reasons for your vote

**Plan Contents**

The plan must contain new, recurring property tax savings from actions such as, but not limited to:

- Elimination of duplicative services;
- Shared Services, such as joint purchasing, shared highway equipment, shared storage facilities, shared plowing services, and energy and insurance purchasing cooperatives;
- Reductions in administrative overhead; and
- Better coordination of services.

Savings from each new plan action implemented in the applicable match year must be related to activities supported by property taxes. Net savings from services supported solely by fees are not eligible for matching funds from the state.

The final approved plan must include a certification of savings to be achieved through implementation of the shared services actions. For Genesee County's plan that will be submitted in 2021, the certified savings will be tracked and documented for **new actions taken on and after January 1, 2022 through December 31, 2022.**

## PROPOSALS FOR CONSIDERATION

### **PROPOSAL ONE: Combine Clerk Offices**

Participating Municipalities: Town of Alexander and Village of Alexander

Anticipated Annual Savings: \$2,830

Projected NYS Match: \$2,590

With a proposed implementation of January 2022, the Village of Alexander will move into the Town Clerk's office. The Village Clerk will take on the role of Deputy Town Clerk and Town Clerk will take on the role of Deputy Village Clerk. Minimal implementation costs include advertising, additional signage and website modifications.

The Village Clerk will become Deputy Town Clerk at the salary of \$4,000/year versus previous budget salary for Deputy Clerk of \$6,300. The Town Clerk Office will be open 5 days per week (40 hours) instead of previous 4 days per week (25 hours). An anticipated \$200 will be saved in utility costs of operating a second office.

### **PROPOSAL TWO: Shared Fuel Farm**

Participating Municipalities: Town of Bergen and Bergen Fire Department

Anticipated Annual Savings: \$9,600

Projected NYS Match: \$19,200

Currently the Town of Bergen Highway Department and the Bergen Fire Department both have fuel tanks to store and supply fuel for vehicles. The Fire Department anticipates needing to replace their fuel tank system. The estimated cost to remove the old tanks, new pumps, site work, electrical work and demolition of the existing site is \$18,100.00. Instead of replacing the Fire Department fuel tank system, the Fire Department would like to utilize the Town of Bergen Highway Department's fuel tank. Through the sharing of a fuel tank, there will be an anticipated annual savings of \$9,600 based on the annualized cost of operations.

In order to combine operations, a metering system will be installed at an estimated cost of \$8,500.00, since there is no existing system on the fuel pump to track vehicle usage. The addition of the computerized control unit will allow for recorded usage and ownership of vehicles. This project is expected to be implemented in late spring of 2022.

## PANEL MEMBER VOTE

County of Genesee		
County Contact: Tammi Ferringer		
Contact Telephone: 585-344-2550, ext. 2200		
Contact Email: <a href="mailto:tammi.ferringer@co.genesee.ny.us">tammi.ferringer@co.genesee.ny.us</a>		
<b>Partners</b>		
<b>Participating County</b>	<b>Panel Representative</b>	<b>Vote Cast (Yes or No)*</b>
1. Genesee	L. Matthew Landers	Yes
<b>(1) City in Genesee County</b>		
<b>Participating City</b>	<b>Panel Representative</b>	<b>Vote Cast (Yes or No)*</b>
1. Batavia	Rachel Tabelski	Yes
<b>(13) Towns in Genesee County</b>		
<b>Participating Towns</b>	<b>Panel Representative</b>	<b>Vote Cast (Yes or No)*</b>
1. Alabama	Robert Crossen, Supervisor	Yes
2. Alexander	David Miller, Supervisor	Yes
3. Batavia	Greg Post, Supervisor	Yes
4. Bergen	Ernest Haywood, Supervisor	Yes
5. Bethany	Carl Hyde, Jr., Supervisor	Yes
6. Byron	Peter Yasses, Supervisor	Yes
7. Darien	Stephen Ferry, Jr., Supervisor	Yes
8. Elba	Donna Hynes, Supervisor	Yes
9. LeRoy	James Farnholz, Supervisor	Yes
10. Oakfield	Matthew Martin, Supervisor	Yes
11. Pavilion	Rob LaPoint, Supervisor	Yes
12. Pembroke	Thomas Schneider, Supervisor	Yes
13. Stafford	Robert Clement, Supervisor	Yes
<b>(6) Villages in Genesee County</b>		
<b>Participating Villages</b>	<b>Panel Representative</b>	<b>Vote Cast (Yes or No)*</b>
1. Alexander	William Wagner, Mayor	Yes
2. Bergen	Anna Marie Barclay, Mayor	Yes
3. Corfu	Thomas Sargent, Mayor	N/A
4. Elba	Norm Itjen, Mayor	Yes
5. Leroy	Greg Rogers, Mayor	Yes
6. Oakfield	Dave Boyle, Mayor	N/A

\*Panel meetings were held on May 1, 2021, June 7, 2021, and October 21, 2021. A panel member vote was held on November 30, 2021. All panel members who did not offer a vote were contacted via email. Electronic votes were received December 1 – 8, 2021.

## PANEL MEMBER VOTER FEEDBACK

Municipality	Panel Representative	Comment
Town of Batavia	Gregory Post, Supervisor	Thanks to all those that work to make these things happen.
County of Genesee	L. Matthew Landers, County Manager	The shared service projects submitted for Genesee County are further excellent examples of local municipalities getting together to deliver quality service at an efficient cost to the taxpayer. I want to thank all of the municipalities in Genesee County for looking at their operations for ways to share services and especially those that were able to submit plans this year.
County of Genesee	Shelley Stein, Chair Genesee County Legislature	These projects are future focused and well thought out. Congratulations to the Towns, Village and Fire Department leadership that led to these projects.

## PUBLIC HEARINGS

The schedule of Public Hearings was set by the Genesee County Legislature under resolution number 484-20. Hearings were held open to the public on Thursday, November 29, 2020 at 9:00 am, 11:00 am, and 4:00 pm at the Old Courthouse, 7 Main Street, Batavia, NY.

## PLAN SAVINGS SUMMARY

<b>ROW 5</b> <b>2021 Local Government Property Taxes</b>	The sum total of property taxes levied in the year by the county, cities, towns, villages, school districts, BOCES, and special improvement districts within such county
	\$121,079,877
<b>ROW 6</b> <b>2021 Participating Entities Property Taxes</b>	The sum total of property taxes levied in the year 2021 by the county, any cities, towns, villages, school districts, BOCES, and special improvement districts identified as participating in the panel.
	\$45,820,027
<b>ROW 7</b> <b>Total Anticipated Savings</b>	The sum of net savings in such plan certified as being anticipated in calendar year 2021.
	\$21,900
<b>ROW 8</b> <b>Anticipated Savings as a Percentage of the Participating Entities Property Taxes</b>	The sum total of net savings in such plan certified as being anticipated in calendar year 2021 as a percentage of the sum total in Row 6.
	0.0005%
<b>ROW 9</b> <b>Anticipated Savings to the Average Taxpayer</b>	The amount of the savings that the average taxpayer in the County will realize in the calendar year 2022 if the net savings certified in the plan are realized.
	TBD
<b>ROW 10</b> <b>Anticipated Costs/Savings to the Average Homeowner</b>	The percentage amount a homeowner can expect his or her property taxes to increase or decrease in calendar year 2021 if the net savings certified in the plan are realized.
	Less than 1%
<b>ROW 11</b> <b>Anticipated Costs/Savings to the Average Business</b>	The percentage amount a business can expect its property taxes to increase or decrease in calendar year 2021 if the net savings certified in the plan are realized.
	Less than 1%



**CERTIFICATION**

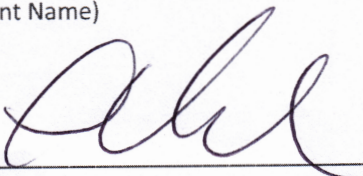
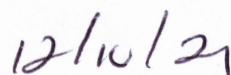
I hereby affirm under penalty of perjury that information provided is true to the best of my knowledge and belief. This is the finalized County-wide Shared Services Property Tax Savings plan. The Countywide Share Services Property Tax Savings Plan was approved on December 8, 2021, and it was disseminated to residents in accordance with the Countywide Shared Services Property Tax Savings Law.

L. Matthew Landers

County Manager

(Print Name)

(Title)

  
(Signature)  
(Date)

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11/26	2222862	*** MEMO INVOICE ***			
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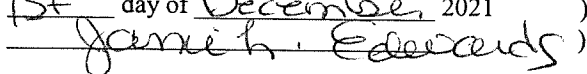
Christa Woodward, being duly sworn deposes and says that  
She is legal billing clerk of Batavia Newspapers  
Corporation, Publisher of "The Daily News," a  
Newspaper published in Batavia, County of Genesee,  
State of New York, and that a Legal Notice, of which  
the annexed is a printed copy, was duly published  
in said newspaper.

  
Christa Woodward  
Legal Clerk

Published on : 11/26

AD SPACE: 2x3 LINES  
FILED ON: 11/26/21

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Sworn to and subscribed before me this )  
1st day of December, 2021 )  


JAMI L EDWARDS  
NOTARY PUBLIC-STATE OF NEW YORK  
No. 01ED6283808  
Qualified in Jefferson County  
My Commission Expires 06-17-2025

# **NOTICE IS HEREBY GIVEN**

that Genesee County shall conduct three public hearings on the mandated public sector shared services plan. NOTICE IS FURTHER GIVEN that the public hearings will be held on **Monday, November 29, 2021 at 9:00 am, 11:00 am and 4:00 pm at the Old Courthouse, 7 Main Street, Batavia, NY.** Written comments will be accepted upon delivery to: Clerk, Genesee County Legislature, 7 Main Street, Batavia, NY 14020 prior to the hearing date. The hearing location is in compliance with accessibility standards under the Americans with Disabilities Act. Lisa Casey, Clerk to the Genesee County Legislature.