

FINANCE COMMITTEE AGENDA
Location: Yates County Legislative Chambers
Date: January 4, 2022 at 3:00 p.m.

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<https://us02web.zoom.us/j/81687788439?pwd=MEdZUlo1akFTVStHT1hieUNVUDFiUT09>

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US: +1 646 558 8656 or +1 312 626 6799

Committee members:

- Appoint someone to do the audit this month
- Approve the December minutes
- Public Comment

Real Property: Meghan Kincaid

- Town/County Tax Bills
- Board of Assessment Review
- Goals

ReConnect: Marian Walrath

- Broadband Update
- Resolution authorizing submittal of application to the rural Utility Service Reconnect Program round three

Planning: Jeffrey Ayers

- Yates County Planning Board
- Transportation
- GIS
- Countywide Shared Services
- Natural and Recreational Resources Grant
- Broad Band

Treasurer: Jessica Mullins, Deputy Treasurer

Discussion:

- 2021 Appropriations
- Sales Tax Report
- Occupancy Tax Report
- Treasurer's Office Goals
- Treasurer's Report for December

Resolutions:

- Appropriate Carryover (OEM) (4 of them)

County Administrator – Nonie Flynn

- Proposed Audit Committee Meeting – The tentative date to meet with Drescher and Malecki, our auditing firm, is January 10 at 12:00 p.m. prior to our January Legislature meeting.
- Project Status Report – for Finance items.

Airport: Dick Harper

- Most equipment (cameras, recorder, etc.) for the surveillance system has been installed. Some “punch list” items remain to be completed.
- Bid package for an emergency generator, appurtenances and installation will be going out in the next few weeks.

Executive Session – if needed

Finance Committee Report

Meeting date: Jan. 4, 2022

Report date: Dec. 30, 2021

Real Property Tax Services

Department Update

Meghan K. Kincaid, Director

Town/County Tax Bills –

The Town/County Tax Bills were completed by mid-December. Bill information and tax rates are available online.

Board of Assessment Review –

Several people have been reappointed to the Board of Assessment Review (B.A.R.) for their towns: Leith Mackenzie (Italy), David Bernet (Middlesex) and Audrey Riesenberger (Torrey). The towns of Barrington and Milo have not reappointed members yet this year. Christina Rodman (Italy) submitted her resignation from the B.A.R.

Five towns currently have a vacancy for their Board of Assessment Review: Barrington, Italy, Potter, Starkey and Torrey. Anyone interested in serving on their town's B.A.R. should contact their Town Clerk.

Goals

Status update of 2021 goals

2022 goals



YATES COUNTY REAL PROPERTY TAX SERVICE

417 Liberty Street, Suite 1093

Penn Yan, New York 14527

315-536-5165

Fax: 315-531-3209

Meghan K. Kincaid, Director RPTS

Review of 2021 goals:

1. Continued training of Tax Map Technician

Status – Complete. Claudia has become quite comfortable in her position. She knows what is expected of her and, though she will not hesitate to ask questions, she is able to complete her tasks with little or no guidance. The Covid pandemic has limited access to additional trainings, but I will enroll her in any applicable classes, as they become available.

2. Continuing Education classes

- Attend continuing education classes, as required for my certification

Status – Complete. I am up to date on my continuing education, as required by New York State, for the education year 10/1/2020-9/30/2021. I currently have 7 out of 12 credits completed for the education year 10/1/2021-9/30/2022.

3. Folding/stuffing machine

- The folder/stuffer machine needed to be replaced for use during tax bill preparation.

Status – Complete. I presented three quotes to the Finance Committee, who accepted my recommendation to purchase a new folder-inserter from Pitney Bowes. The new piece of equipment is scheduled to be installed on January 7th.

2022 Goals:

1. Continued training of new Senior Account Clerk Typist

My previous clerk took a promotion and transferred to another department. My new clerk, Brenda Lloyd replaced her in October. I will be continuing to work with her on training throughout this year, getting her comfortable with answering Real Property questions and more familiar with the tax bill preparation process.

2. Continuing education classes

Attend continuing education, as required by New York State.

3. Assist new assessors

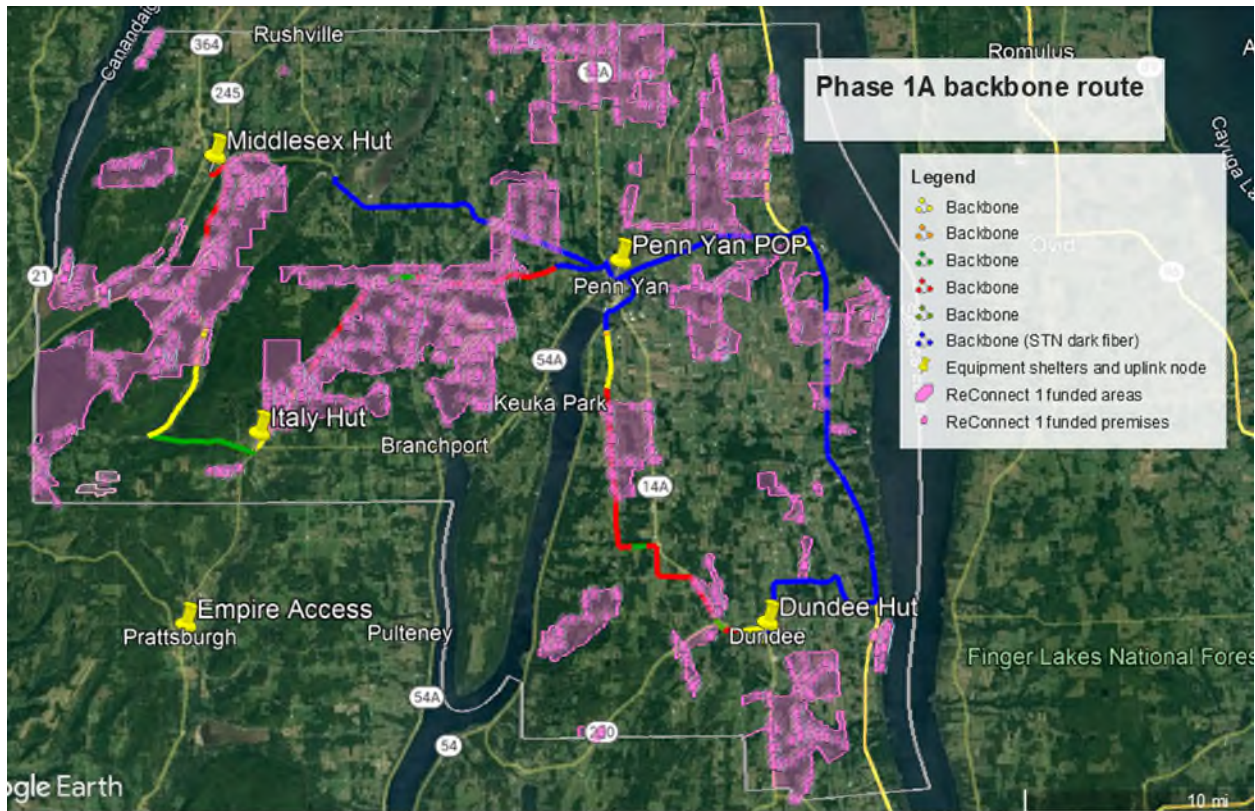
Jerusalem's assessor started part-time last summer, and she will be moving to full-time in January.

Tony DeStephen, the assessor for Barrington and Starkey is retiring in February, so both of those towns will be hiring new assessors, as well.

**Yates County Broadband Update – Marian Walrath
Finance Committee 1/4/2022**

1. ReConnect 1 Engineering

- a. The Memorandum of Understanding for the equipment hut in Dundee has been signed. Thanks to the Mayor and the Dundee Village Board.
- b. Phase 1 design is essentially complete.
 - i. Includes backbone (Phase 1A) and Middlesex and Italy distribution (Phase 1B).
 - ii. 3 requests submitted and in process with RUS (Rural Utility Service): Change of Scope and Budget Reallocation for Phase 1A, Nokia Equipment Waiver, Change of Scope for removal of 7 funded areas with no subscribers.
 - iii. Will order materials once Change of Scope for Phase 1 is approved following County’s Purchasing Policy.
 - iv. On track to submit detailed Plans and Specifications to RUS by January 25. Once approved Construction bidding can proceed.



2. ReConnect 1 Construction

- a. The goal is to start Phase I construction in 2021. A more detailed 3-year plan is available.
- b. POLE Agreement/Applications and NYS DOT ROW Application

Utility	Agreement Status	Application Status
NYSEG	Agreement executed.	Proceeding via One-Touch Make Ready Services from LaBella
Verizon	Agreement executed.	Not yet started
Frontier	Agreement executed.	Proceeding via One-Touch Make Ready Services from LaBella
Village of Penn Yan	No plans to use Village poles at this time.	NA
Spectrum	Agreement executed.	Not yet started
NYS DOT	NA	Not yet started

3. **Grant Applications:** Yates County continues to apply for grants as announced. See table below.

Funding	Opportunity (Mbps download/upload)	Status
ReConnect 1 (current project) - \$10.4M with \$3.6M match	~1635 Premises <10/1 Mbps plus other USDA rules	Awarded 2020 Proceeding on schedule
Congressionally Directed Spending request -\$4.9M	~718 premises adjacent to ReConnect 1	Applied 5/26/21 None of the Yates County applications approved.
National Telecommunications and Information Administration Broadband Infrastructure Program (NTIA-BIP) -\$8.8M with \$980K match	591 “unserved premises <25/3 Mbps	Applied August 17, 2021 Notification: Delayed until early 2022 due to high demand.
ReConnect 3 Grant	Premises tbd <100/20 Mbps fixed broadband	FOA (Funding Opportunity Announcement) released Oct. 22, 2021 Deadline: Feb. 22, 2022 Feasibility study under way with New York Engineering Services.

A Resolution authorizing submission of ReConnect 3 grant is attached. This resolution is a grant application requirement.

**AUTHORIZE SUBMITTAL OF APPLICATION TO THE RURAL UTILITY SERVICE
RECONNECT PROGRAM ROUND THREE**

WHEREAS, Yates County (hereinafter referred to as “County”) is currently undertaking the design and construction of a fiber optic broadband network funded through Round One of the Rural Utility Service (hereinafter referred to as “RUS”) ReConnect grant program (hereinafter referred to as “ReConnect 1”); and

WHEREAS, on October 25, 2021 RUS released a new Funding Opportunity Announcement for up to \$1.15 billion in loans and grants to continue to expand the availability of broadband in rural areas (hereinafter referred to as “ReConnect 3”), and

WHEREAS, the County has identified additional unserved and underserved premises with regard to internet access based on newer data and higher threshold eligibility that were not included in ReConnect 1; and

WHEREAS, the ReConnect 3 application requires a Resolution from the applicant’s governing entity authorizing the application to be submitted and stating the application’s funding category and maximum award amount, and

WHEREAS, Winona Flynn has previously been assigned the RUS Representative Signature-Certify Security Role (hereinafter referred to as “Rep-Sign-Cert”) on behalf of the County with responsibilities including overseeing creating and editing application sections, authorizing Certifications on behalf of the applicant and submitting the application;

NOW, THEREFORE, BE IT RESOLVED, that the County approves and endorses applying for a 100 percent ReConnect 3 grant with the understanding that applicants must provide a matching contribution equal to 25 percent of the cost of the overall project, that matching contribution can only be used for eligible purposes, and that the maximum award permitted under this funding category is \$25 million, and be it further

RESOLVED, that Winona Flynn will submit the application as authorized Rep-Sign-Cert on behalf of the County, and be it further

RESOLVED, that copies of this resolution be given to Rural Utility Service, the County Administrator, the County Planner and the Grant Specialist.



08020

Yates County Planning Department

417 Liberty Street – Suite 1093

Penn Yan, NY 14527 (315) 536-5153

www.yatescounty.org

TO: Finance Committee Members **FROM:** Jeffrey Ayers - County Planning Department
DATE: December 30, 2021 **RE:** January 2022- Monthly Departmental Report

Yates County Planning Board

5 referrals were received for the December meeting: 1 from each; Starkey, Torrey, Milo, Penn Yan, and Dundee. All the applications were determined to have no county wide impact. Bob Schiesser has met/exceeded his term limits as Chairman of the YCPB. I wanted to thank him for the extra service he has given to the county over the last 4 years.

Transportation

YTS is still working on some minor changes to the contract for the final year renewal. They say they will have it back to the county in the next week or so.

GIS:

GIS Portal: In the last month the Penn Yan Zoning application has gone through ~5 iterations. I expect that there will be a continued trickle of edits but for the most part that application is complete. The build out for other towns/villages will start.

Security: On 12/14 GeoCove reached out to the county to assist in patching the county's Enterprise Servers against the logjam/log4shell security flaw. It took several days of IT working with GeoCove to get the servers updated. Our ESRI portal and servers are now upgraded to a secure version and should be all set.

Elections: Colby Petersen and I are continuing to assist the Ad-Hoc Redistricting Committee with their GIS needs.

Countywide Shared Services

The Water Infrastructure Study has been approved by the state for the release of funds. Nonie and the Shared Service Committee has completed all the obligations under the NYS Dept of State rules. The county is waiting on the final version of the water study to be released by CPL and for the checks from the state to be issued.

Natural and Recreational Resources Grant:

We have already received 2 applications. The deadline for these is January 24th at 4.

Broadband

The YC Strategic Broadband Committee: For a variety of reasons the full day strategic workshop wasn't going to work. Once that was realized we immediately pivoted to breaking up the agenda into smaller more focused workshops twice a month. Currently Marian and Greg Reitz (a Strategic Broadband Committee member) and myself, are focusing our efforts around scheduling those meetings and what their content will be.

The Windmill: Jack Prendergast asked the county if we could assist the Windmill in their ongoing connectivity problems. On 12/16 Marian and I met with the executive board at the Windmill for an in-depth assessment of their issues. We took speed measurements and listen to their problems and unsuccessful fixes. We explained to them their current status in our approved Reconnect project (they are not in a funded area) and their position in other fiber projects (the multi-year timeline was a non-starter). Marian and I are currently using our department contacts at multiple ISPs to try and find an acceptable solution. We have also reached out to the nearby towns to help.

Grant status: Marian will provide updates on Reconnect 1, NTIA, and Reconnect 3

2021 Appropriations:

General Fund:

Grants:

Department	Grant Name	Amount	Carryover	Res. #	Balance
Sheriff	State Aid - SICG FY 17	32,400.49	Yes	61-21	
Sheriff	State Aid - SICG FY 18	24,520.97	Yes	61-21	
Sheriff	State Aid - SICG FY 19	328,425.00	Yes	61-21	
Sheriff	Federal Aid - SLETPP FY19	6,847.00	Yes	62-21	
OEM	Federal Aid - LEPC Grant	7,055.17	Yes	64-21	
OEM	Federal Aid - Recruitment and Retention FY18 19	9,175.00	Yes	65-21	
Social Services	State Aid - Sexually Exploited Youth 2021	40,000.00	No	67-21	
Social Services	Federal Aid - CARA 20-21 2021	50,000.00	No	68-21	
Youth	State Aid - Sexually Exploited Youth	11,000.00	No	69-21	
Sheriff	Federal Aid - 2020 SLETPP Grant	10,000.00	No	89-21	
OEM	Federal Aid - SHSP 2018	3,139.17	Yes	90-21	
OEM	Federal Aid - SHSP 2019	17,439.60	Yes	90-21	
OEM	Federal Aid - SHSP 2020	28,185.00	No	91-21	
Social Services	State Aid - Code Blue	20,000.00	No	92-21	
Social Services	Federal Aid - Non-Custodial Employment Program	26,173.00	No	93-21	
Public Health	Federal Aid - COVID-19 Response Grant	78,004.69	Yes	163-21	
Public Health	Federal Aid - ELC COVID-19 Grant	185,861.43	Yes	164-21	
Public Health	State Aid - Supplemental Flu Grant	12,156.00	Yes	165-21	
Public Health	State Aid - NYSHF COVID Response Grant	4,341.80	Yes	166-21	
Community Services	Columbia University-HEALing Communities Grant	20,190.22	Yes	167-21	
Community Services	Federal Aid - Mental Health Grant	10,730.26	Yes	168-21	
Social Services	Code Blue	25,000.00	No	169-21	
Sheriff	Federal Aid - Department of Homeland Security	209,266.00	No	266-21	
Social Services	State Aid - TANF SYEP summer youth employment	17,671.00	No	267-21	
Sheriff	W911 Reserve	617.81	No	304-21	
Social Services	State Aid - OTDA for the Safe Harbors TANF DV Program	570.00	No	305-21	
Sheriff	State Aid- Child Passenger Safety	1,200.00	No	344-21	
Sheriff	State Aid- Police Traffic Services	4,600.00	No	345-21	
IT	Cyber Security Grant	50,000.00	No	346-21	
Social Services	Additional State Aid -Emergency Rental Assistance	20,000.00	No	347-21	
Elections	State Aid-NYS Cyber Security Remediation Grant	66,704.00	No	385-21	
Public Defender	Grant Reimbursement	6,400.00	No	386-21	

Public Health Community Services	State Aid-NYSHF Covid Response Grant & PH Fed. Aid	12,085.00	No	387-21
	State Aid	314,981.00	No	388-21
Sherriff	State Aid Carry-Over SLETPP FY20	8,536.00	No	429-21
OEM	Federal Aid-SHSP 21	25,607.00	No	484-21

740,286.80	Carryover Current Year
<u>922,988.81</u>	

1,663,275.61

Other Appropriations:

Department	Source	Amount	
	Purchase Order Encumbrances	<u>535,548.88</u>	
		535,548.88	2,198,824.49

Contingent Fund:	A1990 Beginning Balance:	869,000.00	
		(6,039.35)	
	A 1910.54923 Unallocated Insurance	(10,248.36)	
		(507.00)	
		<u>(27,000.00)</u>	
		825,205.29	825,205.29

Road:

Various	Purchase Order Encumbrances	<u>850,010.54</u>	
		850,010.54	850,010.54

Road Machinery:

Various	Purchase Order Encumbrances	<u>15,000.00</u>	
		15,000.00	15,000.00
			<u>3,889,040.32</u>

2019 Date	Sales Tax Amount	Month Total Year to Date	% Change Over Prior Year	2020 Date	Sales Tax Amount	Month Total Year to Date	% Change Over Prior Year	2021 Date	Sales Tax Amount	Month Total Year to Date	% Change Over Prior Year
2/6/2019	589,982.12	726,313.48	3.51%	2/7/2020	682,882.15	840,851.18	15.77%	2/5/2021	629,172.53	784,376.20	-6.72%
2/13/2019	136,331.36	726,313.48	3.51%	2/13/2020	157,969.03	840,851.18	15.77%	2/16/2021	155,203.67	784,376.20	-6.72%
3/6/2019	520,422.37	626,248.62	2.00%	3/6/2020	578,543.10	689,537.97	10.11%	3/5/2021	631,589.85	777,732.04	12.79%
3/13/2019	105,826.25	1,352,562.10	2.80%	3/13/2020	110,994.87	1,530,389.15	13.15%	3/15/2021	146,142.19	1,562,108.24	2.07%
4/5/2019	999,286.25	1,242,425.53	3.86%	4/7/2020	1,282,178.80	1,559,076.42	25.49%	4/7/2021	1,514,268.87	1,808,272.49	15.98%
4/15/2019	243,139.28	2,594,987.63	3.31%	4/13/2020	276,897.62	3,089,465.57	19.06%	4/13/2021	294,003.62	3,370,380.73	9.09%
5/6/2019	739,367.76	884,212.91	6.83%	5/7/2020	471,869.11	597,296.02	-32.45%	5/7/2021	757,651.65	961,916.42	61.05%
5/13/2019	144,845.15	3,479,200.54	4.18%	5/13/2020	125,426.91	3,686,761.59	5.97%	5/13/2021	204,264.77	4,332,297.15	17.51%
6/6/2019	725,483.92			6/5/2020	496,365.72			6/7/2021	829,097.14		
6/13/2019	140,391.96	1,717,431.20	19.89%	6/15/2020	93,940.93	1,587,697.90	-7.55%	6/14/2021	173,587.08	2,444,699.15	53.98%
6/28/2019	851,555.32	5,196,631.74	8.90%	6/30/2020	997,391.25	5,274,459.49	1.50%	6/30/2021	1,442,014.93	6,776,996.30	28.49%
7/1/2019	474,778.90	870,970.42	-4.20%	7/1/2020	403,898.28	801,308.48	-8.00%	7/1/2021	565,589.24	1,074,772.78	34.13%
7/15/2019	396,191.52	6,067,602.16	6.80%	7/13/2020	397,410.20	6,075,767.97	0.13%	7/13/2021	509,183.54	7,851,769.08	29.23%
8/6/2019	859,315.17	1,035,323.58	8.11%	8/7/2020	861,984.57	1,050,444.72	1.46%	8/6/2021	1,066,940.46	1,306,540.77	24.38%
8/13/2019	176,008.41	7,102,925.74	6.99%	8/13/2020	188,460.15	7,126,212.69	0.33%	8/13/2021	239,600.31	9,158,309.85	28.52%
9/6/2019	868,254.63	1,051,571.62	14.99%	9/8/2020	847,945.85	1,021,678.60	-2.84%	9/8/2021	1,072,641.96	1,294,436.50	26.70%
9/13/2019	183,316.99	8,154,497.36	7.96%	9/14/2020	173,732.75	8,147,891.29	-0.08%	9/13/2021	221,794.54	10,452,746.35	28.29%
10/7/2019	1,641,839.83	2,117,960.42	13.43%	10/7/2020	1,990,761.40	2,449,321.72	15.65%	10/7/2021	1,939,540.79	2,439,993.19	-0.38%
10/15/2019	476,120.59	10,272,457.78	9.04%	10/13/2020	458,560.32	10,597,213.01	3.16%	10/13/2021	500,452.40	12,892,739.54	21.66%
11/6/2019	700,039.71	845,121.05	-1.85%	11/6/2020	794,815.58	991,265.65	17.29%	11/5/2021	952,129.17	1,158,504.72	16.87%
11/13/2019	145,081.34	11,117,578.83	8.13%	11/13/2020	196,450.07	11,588,478.66	4.24%	11/15/2021	206,375.55	14,051,244.26	21.25%
12/6/2019	671,803.87	826,286.64	-1.67%	12/7/2020	664,401.16	816,004.59	-1.24%	12/7/2021	818,807.21	1,006,111.03	23.30%
12/13/2019	154,482.77	11,943,865.47	7.39%	12/14/2020	151,603.43	12,404,483.25	3.86%	12/13/2021	187,303.82	15,057,355.29	21.39%
12/31/2019	848,957.47			12/31/2020	1,245,736.70			12/31/2021			
1/2/2020	378,643.31	1,683,388.00	4.56%	1/4/2021	382,115.15	2,079,249.46	23.52%	1/3/2022		-	-100.00%
1/13/2020	455,787.22	13,627,253.47	7.03%	1/13/2021	451,397.61	14,483,732.71	6.29%	1/13/2022		15,057,355.29	3.96%
Total		13,627,253.47		Total		14,483,732.71		Total		15,057,355.29	
Budget Estimate		12,200,000.00		Budget Estimate		12,700,000.00		Budget Estimate		12,700,000.00	
\$ Over/Under Budget		1,427,253.47		\$ Over/Under Budget		1,783,732.71		\$ Over/Under Budget		2,357,355.29	
\$ Over/Under 2018		895,257.81		\$ Over/Under 2019		856,479.24		\$ Over/Under 2020		573,622.58	

	1st Qtr		2nd Qtr		3rd Qtr		4th Qtr		Prior Years	Grand Total	
	# Rented	Amount	# Rented	Amount	# Rented	Amount	# Rented	Amount	Amount	Amount	
2020											
B&B	12	\$ 743.36	7	\$ 276.83	17	\$ 11,474.16	16	\$ 9,589.54		\$ 22,083.89	
Motel/Hotel/Inn	7	\$ 19,600.45	6	\$ 10,078.62	9	\$ 98,708.16	9	\$ 75,342.94	\$ 753.31	\$ 204,483.48	
Vacation Rentals	76	\$ 10,979.32	137	\$ 16,324.08	329	\$ 270,847.05	255	\$ 105,279.39	\$ 5,955.33	\$ 409,385.17	
Total	95	\$ 31,323.13	150	\$ 26,679.53	355	\$ 381,029.37	280	\$ 190,211.87	\$ 6,708.64	\$ 635,952.54	
										\$ 1,624.52	Fees
Check		\$ 31,323.13		\$ 26,679.53		\$ 381,029.37		\$ 190,211.87		\$ 637,577.06	
% Increase/Decrease	2019	6.35%		-68.64%		4.75%		21.64%		\$ (19,636.73)	Treas Admin Fees
	2018	14.25%		-63.80%		8.40%		26.89%		\$10,483.00	YC Chamber Repay
	2017	9.58%		-62.90%		15.97%		37.71%		\$ 628,423.33	
2020	B&B	19.33%		-93.73%		-34.27%		-23.30%			
	Motel/Hotel	13.29%		-74.23%		-21.82%		-10.82%			
	Vaca Rent	-4.78%		-60.71%		23.08%		77.27%			
										-36.89%	
										-23.46%	YTD
										17.01%	-2.46%
	1st Qtr		2nd Qtr		3rd Qtr		4th Qtr		Prior Years	Grand Total	
	# Rented	Amount	# Rented	Amount	# Rented	Amount	# Rented	Amount	Amount	Amount	
2021											
B&B	9	\$ 533.40	14	\$ 4,046.57	16	\$ 18,821.84	17	\$ 13,721.29	\$ 48.50	\$ 37,171.60	
Motel/Hotel/Inn	6	\$ 14,988.08	9	\$ 48,887.17	9	\$ 156,270.54	9	\$ 101,915.33		\$ 322,061.12	
Vacation Rentals	109	\$ 27,182.25	222	\$ 71,342.36	346	\$ 319,300.27	267	\$ 120,468.36	\$ 7,636.29	\$ 545,929.53	
Total	124	\$ 42,703.73	245	\$ 124,276.10	371	\$ 494,392.65	293	\$ 236,104.98	\$ 7,684.79	\$ 905,162.25	
										\$ 1,651.24	Fees
Check		\$ 484.64		\$ 11,139.88		\$ 494,392.65		\$ 236,104.98		\$ 906,813.49	
% Increase/Decrease	2020	36.33%		365.81%		29.75%		24.13%		\$ (19,441.80)	Treas Admin Fees
	2019	44.99%		46.09%		35.91%		50.99%			YC Chamber Repay
	2018	55.76%		68.62%		40.64%		57.50%		\$ 887,371.69	12/28/2021
2021	B&B	-28.24%		1361.75%		64.04%		43.09%			
	Motel/Hotel	-23.53%		385.06%		58.32%		35.27%			
	Vaca Rent	147.58%		337.04%		17.89%		14.43%			
										68.32%	
										57.50%	YTD
										33.35%	42.33%



OFFICE OF THE
YATES COUNTY TREASURER

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WINONA B. FLYNN
TREASURER

JESSICA L. MULLINS
DEPUTY TREASURER

2022 Goals:

1. Explore Investing Opportunities Post Covid Shut-Down.

Due to Covid-19 in 2020 and 2021, rates remained at an all-time low with little to no movement. There was no need to make any changes at that time. My goal for 2022 is to monitor the changing market. Two to three potential interest rate increases proposed by the Fed this year and President Biden's Build Back Better Bill. With these unknown changes post Covid-19, there may be opportunities for small investing and reviewing current banking relationships/accounts. Work on this project would be done under the advisement of the County Administrator.

2. Improve my Municipal Accounting and Budget Management skills/knowledge

I plan to take a municipal accounting course online through NYS in March of 2022. I have registered for multiple other webinars through NYS Comptroller's Office and plan to take them as they are offered. Other webinars I have registered for thus far include; Understanding Fund Balance, Investing and Protecting Public Funds and improving the Effectiveness of your Claims Auditing Process. The webinars are free.

3. Research Past, Present, Projected Departmental Budget Trends

Research the County department's past and present budget functions will provide me with a greater understanding of how they operate and where they generate revenue from and what expenses they have. By understanding each department better, I will have a greater understanding of managing the budget as a whole.

4. Explore NYS Counties That Have a Similar Organizational Chart

The current change from one Treasurer's Office to a Treasurer and Finance Office change many roles and duties that have always resided in one office. This may cause some confusion to the county residences and county employees. By researching other counties who have made this change, we will be able to better understand the functions, dynamics and duties of both to become more streamlines and efficient. Work on this project would be done under the advisement of the County Administrator.



OFFICE OF THE
YATES COUNTY TREASURER

417 LIBERTY STREET, SUITE 1081
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 yatescounty.org

WINONA B. FLYNN
 TREASURER

JESSICA L. MULLINS
 DEPUTY TREASURER

To: Finance Committee
From: Jessica Mullins
Re: Treasurer's Office Report for December 2021

Tax Enforcement – As of 12/31/21, 71 parcels have 2020 property taxes remaining unpaid.

The redemption date for owners to pay their 2020, 2019 and 2018 taxes is 1/31/22 and the foreclosure process will begin after 2/1/22. We plan to have the auction on tax acquired parcels the third week in June. Owners will have the right to purchase back their parcel thirty days prior to the auction by paying all open back taxes, plus \$1,500.00.

2020

<u>Town</u>	<u>Tax Map #</u>	<u>Current Record Owner</u>	<u>Assessed to in 2019</u>	<u>Address of Property</u>
Barrington	105.04-1-21	Thomas P. Clayton Jessie L. Clayton	Thomas P. Clayton Jessie L. Clayton	Bennett Rd
Barrington	126.02-1-5	George R. Farrell Trudy J. Farrell	George R. Farrell Trudy Farrell	Six Corners Rd
Barrington	110.04-1-13	Gerald Keeney Rosalee Keeney Patricia Lane Sara J. Keeney Margaret Bayne Nancy J. Reilly Martin J. Keeney Patrick N. Keeney	Martin J. Keeney Sarah J. Keeney	979 NYS Route 54
Benton	49.35-1-10	26 Powell Lane, LLC	26 Powell Lane, LLC	26 Powell Lane
Benton	28.02-1-4.2	Lesa M. Anderson	Lesa M. Anderson	1024 Townline Rd
Benton	49.35-1-3	38 Powell Lane LLC	FLEDC/Lundquist 1996 Family Trust	38 Powell Lane
Benton	49.42-1-16	Karen M. Furman	Gladys Kjar Karen M. Furman	441 N Main St
Benton	18.02-1-2.1	Mark D. McDonald	Mark D. McDonald	1420 Loree Road
Benton	27.04-1-2	Tracy Miller	Tracy Miller	1127 SR 14A
Benton	6.02-1-24.1	Morris E. Morse Linda Morse	Morris E. Morse Linda Morse	2980 Gorham Road
Benton	19.34-1-11	John Nacca Jacqueline Nacca	Maiola Vincenzo Et Al	575 State Route 14
Benton	19.42-1-1	John Nacca Jacqueline Nacca	Maiola Vincenzo Et Al	575 State Route 14
Italy	93.01-1-6	George O'Malley	Kevin M. Carrier	2440 Wetmore Road
Italy	93.01-1-10	Shelley Carrier	Shelley Carrier	2411 Wetmore Road
Italy	55.62-1-6	Margaret Persson	Margaret A. Persson	4233 Parrish Hill Road
Italy	44.03-1-20	Victoria Punnett as Trustee of the Victoria Punnett Revocable Trust	Victoria Punnett Revocable Trust	3291 Flint Hill Road

Italy	55.01-1-17	Steven J. Randall	Steven J. Randall	5025 Route 245
Jerusalem	81.02-1-18	Paul Rigano	Attilio G. Carcone Paul Rigano	4987 Belknap Hill Road
Jerusalem	94.01-1-6	Raymond F. Cheney	Raymond F. Cheney	3629 Prosser Road
Jerusalem	83.02-1-21	Cindy Smart	Cindy Gleason Smart McClain	3295 East Valley Road
Jerusalem	70.03-1-3	Luke G. Gudinas, Sr.	Luke Gudinas	Morrison Road
Jerusalem	70.03-1-4	Luke G. Gudinas, Sr.	Luke G. Gudinas Sr.	4840 Morrison Road
Jerusalem	70.04-1-10	Adelbert S. Kerrick Faye E. Kerrick	Adelbert/Faye Kerrick	4173 Belknap Hill Rd
Jerusalem	95.76-1-6	Alan Robert Lowe Richard S. Lowe Susan Marie Lowe Terri Lowe	Richard Lowe	West Bluff Drive
Jerusalem	59.02-1-21	Scott D. Miller Taylor J. Miller	Scott D. Miller Taylor J. Miller	2318 Yatesville Road
Jerusalem	83.49-1-9	Douglas C. Nichols	Douglas Nichols	Guyanoga Road
Jerusalem	71.03-1-14.1	Douglas C. Nichols	Douglas C. Nichols	Sid White Road
Jerusalem	71.03-1-14.21	Douglas C. Nichols	Douglas C. Nichols	Sid White Road
Jerusalem	71.03-1-14.22	Douglas C. Nichols	Douglas C. Nichols	Sid White Road
Jerusalem	69.02-1-18	Kenneth K. Prautzsch	Kenneth K. Prautzsch	2851 Klutz Corners Road
Middlesex	22.67-1-19.1	Janice M. Brink	William Berry	5575 Water Street
Middlesex	22.59-1-6	Eric G. Lundquist and Muriel S. Lundquist as Trustees of the Lundquist Living Trust	Lundquist 1996 Living Trust	5628 Water Street
Middlesex	32.03-1-25	Robert F. and Mary I. Marvin	Mary I. Marvin	1648 West Avenue
Middlesex	32.01-1-4	Joseph W. Nittler	Joseph W. Nittler	6041 South Hill Road
Middlesex	11.74-1-10.11	Steven M. Spelman Suzanne H. Spelman James P. Spelman The Spelman Family Limited Partnership	Spelman Family LP	6366 Glenn Avenue
Middlesex	11.66-1-12	Spelman Family Limited Partnership	Spelman Family Limited Partner	6369 Robeson Road
Middlesex	11.74-1-21	Spelman Family Limited Partnership	Spelman Family Limited Partner	6364 Glenn Avenue
Middlesex	11.74-1-14	Spelman Family Limited Partnership	Spelman Family LP	773 Newago Cove
Milo	61.27-1-51.1	Donald W. Brisco	Donald Brisco	Henry Street
Milo	49.67-2-25	Theresa J. Clark	Theresa J. Clark	114 Benham Street
Milo	50.70-1-6	Lori DePillo	Lori DePillo	1948 Outlet Rd
Milo	87.84-1-9	Michael A. Gregory Trina J. Robinson	Michael Gregory Trina Robinson	3556 Himrod Road
Milo	73.01-1-19	Kenneth C. Johnson Marion Virginia Johnson	Marion Virginia Johnson	Route 54 - East Lake Rd
Milo	49.51-1-6	Barbara L. McCutchen	Barbara McCutchen	132 Sheppard St
Milo	99.28-1-6	Christopher N. Scott Colleen R. Scott	Christopher N. Scott Col Scott	732 South Street
Milo	50.61-1-8	Margaret M. Shannon Sara F. Sullivan	Sara F. Sullivan	320 East Elm St
Milo	88.77-1-15	Sharon E. Swarts	Sharon E. Swarts	3597 Himrod-Lakemont Rd
Milo	99.28-1-9	Melissa VanHousen	Melissa VanHousen	726 South St
Potter	24.01-1-35	Kenneth C. Hey	Kenneth Hey	4701 SR 364
Potter	3.44-1-3	Ryan D. King	Ryan D. King	3 Hill Street
Potter	24.03-1-4	Patricia A. Mooney	Francis G. Mooney III Pat A. Mooney	4675 Hagerty Road
Potter	4.37-1-26	Kim A. Morganti	Kim A. Morganti	53 South Main Street
Potter	4.45-1-6	Kim A. Morganti	Kim A. Morganti	65 South Main Street
Potter	3.44-1-26	RVFM 13 Series, LLC	RVFM 13 Series, LLC	44 South Main Street
Potter	24.04-1-1	Giuseppe Chiappara	Giuseppe Chiappara	1093 West Swamp Road

Starkey	120.24-1-20.1	Michelle Caron	Michelle Caron	23 Union St
Starkey	113.80-1-51	Mary Anne Cooper	Mary Ann Cooper	20 Stoll St
Starkey	113.80-1-52	Mary Anne Cooper	Mary Ann Cooper	18 Stoll St
Starkey	113.82-1-28	William J. Earl	William J. Earl	10 Garfield Ave
Starkey	107.02-1-39	Jeffrey M. Jackson	Jeffrey Jackson	4267 NYS Rte 14
Starkey	127.04-1-25	Timothy Ray Lyons	Timothy R. Lyons	5798 NYS Route 14A
Starkey	120.23-1-3	Judy R. Marsh	Judy Marsh	8 Vine Street
Starkey	127.04-1-18	Nelson L. McFaul	Margaret Mcfaul	709 South Glenora Road
Starkey	128.03-1-13	The Estate of Margaret D. McFaul	Margaret Mcfaul	South Glenora Road
Starkey	120.04-1-10	Spencer R. Morrison Kristen M. Wagner	Spencer R. Morrison Kristen M. Wagner	748 Dundee-Glenora Road
Starkey	120.33-1-39	Larry Nageldinger	Larry Nageldinger	25 Bigelow Avenue
Starkey	120.02-1-2.1	Outlaw Speedway Holding, LLC	Outlaw Speedway, LLC	NYS Route 14A
Starkey	120.41-1-8.3	Outlaw Speedway Holding, LLC	Outlaw Speedway, LLC	Saunders St
Starkey	120.41-1-16	Outlaw Speedway Holding, LLC	Outlaw Speedway, LLC	82 Main Street
Starkey	100.83-1-9	Anthony L. Peelle	Anthony L. Peelle	4052 Squaw Pt Road
Starkey	107.02-1-18	Sanford M. Peelle Anthony L. Peelle	Sanford M. Peelle Anthony L. Peelle Nancy C. Peelle	NYS Route 14
Starkey	114.04-1-29	Michael E. Warren Melissa A. Gibbs-Siple	Michael E. Warren Melissa A. Gibbs-Siple	270 Dundee-Starkey Road

2019

<u>Town</u>	<u>Tax Map #</u>	<u>Current Record Owner</u>	<u>Assessed to 2018</u>	<u>Property Address</u>	<u>Type</u>
Town of Italy	55.62-1-5	Margaret A Persson	Margaret A Persson	4233 Parish Hill Rd	210 Family Residence
Town of Jerusalem	83.02-1-21	Cindy Gleason Smart Mclain	Cindy Gleason Smart Mclain	3295 East Valley Rd	240 Rural Res
Town of Middlesex	32.01-1-4	Joseph W Nittler	Joseph W Nittler	6041 South Hill Rd	240 Rural Res
Village of Penn Yan, Town of Milo	61.27-1-51.1	Donald Brisco	Donald Brisco	Henry St	311 Res Vac Land
Village of Penn Yan, Town of Milo	49.67-2-25	Theresa J Clark	Theresa J Clark	114 Benham St	210 Family Residence
Town of Milo	87.84-1-9	Michael Gregory	Michael Gregory	3556 Himrod Rd	210 Family Residence
Village of Rushville, Town of Potter	3.44-1-26	RVFM 13 Series LLC	RVFM 13 Series LLC	44 S Main St	311 Res Vac Land
Town of Potter	24.04-1-1	Giuseppe Chiappara	Giuseppe Chiappara	1093 W Swamp Rd	311 Res Vac Land
Town of Potter	34.02-1-20	Richard B Williams	Richard B Williams	SR 364	320 Rural Vac
Village of Dundee, Town of Starkey	113.82-1-28	William J Earl	William J Earl	10 Garfield Ave	270 Mfg Housing

2018

<u>Town</u>	<u>Tax Map #</u>	<u>Current Record Owner</u>	<u>Assessed to 2017</u>	<u>Property Address</u>	<u>Type</u>
Village of Penn Yan, Town of Milo	61.27-1-51.1	Donald Brisco	Donald Brisco	Henry St	311 Res Vac Land
Village of Rushville, Town of Potter	3.44-1-26	RVFM 13 Series LLC	RVFM 13 Series LLC	44 S Main St	311 Res Vac Land
Town of Potter	24.04-1-1	Giuseppe Chiappara	Giuseppe Chiappara	1093 W Swamp Rd	311 Res Vac Land
Village of Dundee, Town of Starkey	113.82-1-28	William J Earl	William J Earl	10 Garfield Ave	270 Mfg Housing

Auditors – Drescher and Malecki will begin their preliminary work for 2021 in the Treasurer’s office remotely the first week of February 2022. They will then plan to come to the office during the month of February depending on their remote findings. Covid #'s may play a role in if/when they come.

**APPROPRIATE CARRYOVER OF FEDERAL 2019 SHSP GRANT
(EMERGENCY MANAGEMENT)**

WHEREAS, the Office of Emergency Management received a Homeland Security SHSP grant for the year 2019 and a balance of \$11,037.64 remained at the end of 2021; and

WHEREAS, these funds are not part of the 2021 budget and can be carried over to the 2022 fiscal year;

NOW THEREFORE, BE IT RESOLVED that the following accounts be increased by \$11,037.64;

Revenue:		
A3645.44304 OEM- Fed Aid T974790	\$	11,037.64
Appropriation		
A3645.52962 OEM-SHSP '19	\$	11,037.64

And be it further

RESOLVED, that copies of this resolution be provided to the Director of Emergency Management and the County Treasurer/Budget Officer.

**APPROPRIATE CARRYOVER OF FEDERAL 2020 SHSP GRANT
(EMERGENCY MANAGEMENT)**

WHEREAS, the Office of Emergency Management received a Homeland Security SHSP grant for the year 2020 and a balance of \$12,345.00 remained at the end of 2021; and

WHEREAS, these funds are not part of the 2021 budget and can be carried over to the 2022 fiscal year;

NOW THEREFORE, BE IT RESOLVED that the following accounts be increased by \$12,345.00;

Revenue:		
A3645.44313 OEM- Fed Aid T974700	\$	12,345.00
Appropriation		
A3645.52946 OEM-SHSP '20	\$	12,345.00

And be it further

RESOLVED, that copies of this resolution be provided to the Director of Emergency Management and the County Treasurer/Budget Officer.

**APPROPRIATE CARRYOVER OF FEDERAL 2021 SHSP GRANT
(EMERGENCY MANAGEMENT)**

WHEREAS, the Office of Emergency Management received a Homeland Security SHSP grant for the year 2021 and a balance of \$25,607.00 remained at the end of 2021; and

WHEREAS, these funds are not part of the 2021 budget and can be carried over to the 2022 fiscal year;

NOW THEREFORE, BE IT RESOLVED that the following accounts be increased by \$25,607.00;

Revenue:		
A3645.44314 OEM- Fed Aid T974710	\$	25,607.00

Appropriation		
A3645.52966 OEM-SHSP '21	\$	25,607.00

And be it further

RESOLVED, that copies of this resolution be provided to the Director of Emergency Management and the County Treasurer/Budget Officer.

**APPROPRIATE CARRYOVER OF FEDERAL 2021 LEPC GRANT
(EMERGENCY MANAGEMENT)**

WHEREAS, the Office of Emergency Management received a Local Emergency Planning grant for the year 2021 and a balance of \$7,055.17 remained at the end of 2021; and

WHEREAS, these funds are not part of the 2021 budget and can be carried over to the 2022 fiscal year;

NOW THEREFORE, BE IT RESOLVED that the following accounts be increased by \$7,055.17;

Revenue:		
A3645.44309 OEM-LEPC	\$	7,055.17
Appropriation		
A3645.54959 OEM-LEPC	\$	7,055.17

And be it further

RESOLVED, that copies of this resolution be provided to the Director of Emergency Management and the County Treasurer/Budget Officer.



Yates County: Project Status Report

Summary											
Item #	Committee	Department	Item	Status	Importance	Responsible	Consulted	Description	Due Date	Closed Date	Updates (include date)
2	Finance	Planning	Manage ReConnect Grant	In Progress	High	Marian	Committee	Hire Construction Firm			Committee formed. Hired Hunt to apply for grant. Received \$10.3M Grant! Hired Empire as ISP. Hired NYES for engineering services.
42	Gov't. Ops.	Historian	Prepare for 2023 Bicentennial Year Celebration	In Progress	High	Len	Nonie	Form ad-hoc committee	12/31/22		
38	Gov't. Ops.	IT	Cyber Security	In Progress	Critical	Tim G.	Nonie	Review DHS risk assessmt. & implement recommended security - MDM, data encryption & 2 factor authentication.	12/31/21		
44	Gov't. Ops.	IT	Train dept. heads on using laserfiche for contracts	New	Medium	Tim G.	Nonie		12/31/21		
45	Public Safety	OEM	Prepare countywide EMS study	New	Medium	Brian	Nonie		12/31/21		
19	Public Safety	Probation	Implement transition plan for "Raise the Age".	On Hold	Medium	Sharon	Nonie	LDC formed.			
46	Public Safety	Sheriff	Communications Project	In Progress	High	Ron S.	Doug P.	Replace Italy Hill, Dundee and Angus towers	10/1/22	10/31/22	Reviewing RfPs for consultant
47	Public Works	B & G	Work w/ developer to construct solar power on county property.	In Progress	High	Joe	Nonie		12/31/21		Waiting on approval from NYSEG.
48	Public Works	Highway	Highway Building Project	New	Medium	Craig	Nonie	Hire engineering firm		12/31/23	
CLOSED:											
16	Human Services	Public Defender	Office staff.	Closed	High	Katie	Nonie	Hired Steve Hampsey 2/13		1/22/19	
3	Finance	Planning	Form GIS committee.	Closed	High	Dan Long	Committee	Committee formed in Feb.		1/25/19	
7	Gov't. Ops.	Legislature	Create standard form for dep't. heads' goals.	Closed	Critical	Nonie	RG HR		3/30/19	2/27/19	
33	Gov't. Ops.	Personnel	Investigate Workers' Comp. apportionments	Closed	Medium	Kerry	Nonie		4/30/19	3/4/19	
13	Gov't. Ops.	Personnel	Investigate deferred compensation plan vendors.	Closed	Medium	Kerry	Nonie	Met w/ Nationwide reps	3/31/19	3/4/19	
10	Gov't. Ops.	Personnel	Complete Employee Handbook.	Closed	High	Kerry	Committee	Bringing to March Comm. Mtg.	2/1/19	5/8/19	
14	Gov't. Ops.	Historian	Fill Historian position.	Closed	Medium	Nonie	Kerry	3 applications received.		5/11/19	
20	Public Safety	Sheriff	Implement Criminal Justice Coordinating Council	Closed	Medium	Doug	Ron			5/13/19	Committee formed



Yates County: Project Status Report

Summary											
Item #	Committee	Department	Item	Status	Importance	Responsible	Consulted	Description	Due Date	Closed Date	Updates (include date)
25	Gov't. Ops.	IT	Analyze departments' phone charges	Closed	Medium	Tim G.	Nonie		5/31/19	6/3/19	Proposal to GO in June
17	Human Services	Public Defender	Ensure proper functioning of centralized arraignment.	Closed	Medium	Katie	Nonie	Phone calls, staffing, etc.	6/30/19	6/3/19	Mtg. 5/7/19-NYS & justices
29	Finance	Planning	Determine feasibility of Charging Station.	Closed	Medium	Dan Long	Chargepoint		5/30/19	6/20/19	Rcvd. Library approval, need agreemt. w/ library
34	Public Works	B & G	Investigate feasibility of horse & buggy shelter at library	Closed	Medium	Joe	Nonie		9/1/19	6/20/19	Working on agreemt.
31	Human Services	Public Defender	Grant reimbursement submission to NYS.	Closed	High	Katie	Nonie		12/31/19	12/31/19	\$97K 2019 budget, vouchered \$42k
15	Gov't. Ops.	Historian	Implement Laserfiche system.	Closed	Medium	Nonie	Town of Milo	Shared services grant w/ Town of Milo.		10/31/19	Submitted 2/27/19, 7/1/19 announcement-rcvd. grant mtgs. 5/11,5/15,Self-ins.
12	Gov't. Ops.	Personnel	Investigate health insurance alternatives.	Closed	Medium	Kerry	Nonie	I.e., self-insured, consortium.	9/30/19	11/4/19	Options to GO in June, met with union reps. waiting on rates
23	Public Works	Highway	Complete needs assessment for highway buildings.	Closed	Medium	Dan Long	Dave	Get quote from 3 sources	8/30/19	11/4/19	May walk-thru with Hunt Eng., init
8	Gov't. Ops.	Legislature	Hold sessions w/ RG HR for mgmt. training.	Closed	High	Nonie	Kerry	Professional Development	12/31/19	11/19/19	1st session 2/26, 2nd 3/12, next : Mtg. 3/21,4/17,5/16,ESRI training in December 2019
28	Finance	Planning	Implementation of Expanded GIS.	Closed	Medium	Dan Long	ESRI		12/31/19		
9	Gov't. Ops.	Legislature	Complete non-union compensation study.	Closed	Critical	Doug	Legislators		9/30/19	12/30/19	Consultant chosen.
5	Gov't. Ops.	Legislature	Add page to Legislative Handbook defining a legislator's role.	Closed	Low	Connie	Nonie		12/31/19	12/30/19	
35	Gov't. Ops.	Legislature	Create Shared Services Plan	Closed	Medium	Nonie	Committee	Meet 2x's with towns, villages, schools, fire districts to create plan	12/31/19	12/31/19	Meeting 5/31 w/ towns&villages,7/25
6	Gov't. Ops.	Legislature	Plan budget orientation session for new legislators.	Closed	Low	Nonie			1/31/20	1/7/20	
21	Public Safety	Sheriff	Complete needs assessment for Communications.	Closed	High	Dan Long	Ron		11/26/19	1/31/20	Scope mtg. 5/16, Present to PS & Finance in June, RFP due 7/12. 1 vendor responded
22	Public Safety	Sheriff	Research potential sites for Italy Hill Tower.	Closed	Medium	Dan Long	Ron	waiting on MidState report	1/31/20		Lease thru 11/2022, Emerson Rc
11	Gov't. Ops.	Personnel	Update Administrative Manual.	Closed	High	Kerry	Committee		12/9/19	5/11/20	Mtg. 6/14, 8/22, waiting on attorney review. adopted
18	Human Services	Indigent Legal Services	Evaluate office	Closed	Medium	Ed Bronson	Nonie		9/30/19	5/11/20	Staff office using 5 year ILS grant hired new employees
32	Public Works	B & G	Investigate feasibility of solar panels at Torrey landfill	Closed	Medium	Joe	Nonie		11/30/19	5/19/20	RfPs sent by 8/30, signed contract w/ BQ Energy
36	Finance	Planning	Manage Septic Replacemt. Grant	Closed	Medium	Dan Long	Legislature		5/1/20	6/30/20	Applications rcvd. For final \$102K
4	Public Works	B & G	Determine whether YC qualifies as a Clean Energy Community.	Closed	Medium	Joe	Nonie	4 of 10 items qualify	9/30/19	11/1/20	Waiting on NYSERDA's input
24	Public Works	B & G	Review Safety Audit recommendations	Closed	Medium	Joe	Nonie		12/31/20	11/1/20	



Yates County: Project Status Report

Summary											
Item #	Committee	Department	Item	Status	Importance	Responsible	Consulted	Description	Due Date	Closed Date	Updates (include date)
1	Gov't. Ops.	IT	Plan for use of twelve unused strands.	Closed	High	Tim Groth	Committee		12/31/20	11/30/20	Mtg. 3/7, Committee formed, 4/12 mtg. Dresden splice completed, Frontier cutting over 10/28
30	Finance	Planning	Update Comprehensive Plan	Closed	Medium	Dan Long	Planning Committee		11/30/20	12/30/20	Monthly mtgs.
43	Gov't. Ops.	Cty. Admin.	Implement new dept. head performance evaluations	Closed	High	Nonie			12/31/20	12/31/20	
26	Finance	Planning	Oversight of county-wide water infrastructure study	Closed	Medium	Dan Long	Leslie	Working w/ Municipal Solutions & Clark	12/31/20	3/31/21	Waiting for contracts. Kick-off mtg. 5/2 NYS submitted contracts
50	Gov't Ops	Personnel	Implement Countywide Credit Card Transaction Availability	Closed	Medium	Kerry	Nonie			3/31/21	Implemented for Clerk, Personnel and Treasurers' offices
51	Gov't Ops	Personnel	Implement Countywide Credit Card Transaction Availability	Closed	Medium	Kerry	Nonie			3/31/21	Implemented for Clerk, Personnel and Treasurers' offices
39	Gov't. Ops.	Personnel	Prepare Pandemic Preparedness Plan	Closed	High	Kerry	Nonie		4/1/20	4/1/21	Requested essential employee list from dept. heads.
37	Finance	Planning	Public Safety Building Needs Assessment	Closed	Critical	Dan Long	Ron	Proposals received	7/1/20	5/31/21	RfP needed
49	Gov't Ops	Personnel	Implement New Policies	Closed	Medium	Kerry	Nonie	Adopt Retiree Insurance Policy		7/31/21	Implemented Controlled Substance, Dept. Head Recruiting, Light Duty, Telecommunication, Vacancy Review policies
40	Finance	RP	Implement County Assessment Services	Closed	Critical	Meghan	Nonie		9/1/21	8/1/21	Need to hire assessor
27	Finance	Planning	Oversight of airport sewer project.	Closed	Medium	Dan Long	Doug		8/31/21	8/17/21	Res.211-19 YC/Milo Agreemt.
41	Finance	Cty. Admin.	Separate duties of Treasurer & Finance Director	Closed	Medium	Nonie			12/31/21	12/31/21	