

## **GOVERNMENT OPERATIONS AGENDA**

**January 4, 2021**

Committee members: Ed Bronson, Dick Harper, Carlie Chilson, Tim Cutler, Jim Multer, Bonnie Percy

Others present: Doug Paddock, Terry Button, Rick Willson, Connie Hayes, Nonie Flynn, Ed Bronson, Pat Killen, Earle Gleason, Dan Banach, Leslie Church, Bill Holgate.

Ed and Bonnie will sign the audit this month

Minutes of the December meeting were approved as presented.

### **Public Comment:**

Kay and Jim Williamson stated that poles were put on their property without their approval and wondered if this is because of a County project. It was determined that Spectrum had put poles up and they should contact them. Mr. & Mrs. Williamson were also advised to check and see if there are any easements.

### **Legislative Operations**

Doug reminded legislators that since it is a new year, training (courses) will need to be completed by the end of September. Kerry will be sending out sign-in information.

### **Elections – Robert Brechko/Robert Schwarting**

Bob reported they are busy processing year-end work.

Rob reported this is a local election year. Rob explained one issue that would increase costs for the election would be if there are primaries.

Bob reviewed the goals.

### **Soil & Water –Colby Petersen**

Colby reported staff completed 562 watershed inspections in 2020.

Colby reviewed the following resolution that would be needed the Committee approved.

- Appoint Members to the Yates County Soil & Water Conservation District Board of Directors.

Colby reported the Seneca-Keuka Watershed Partnership quarterly newsletter has been released. It can be found at <https://senecawatershedio.files.wordpress.com/2020/12/seneca-keuka-watershed-partnership-december-newsletter.pdf>

Colby reported staff has completed approximately 60% of the fieldwork associated with the Town of Starkey culvert inventory. Colby hopes to have a completed book for the Highway Superintendent by April 1, 2021.

Colby gave a summary of the 2020 AEM-Agricultural Environmental Management projects.

### **Cornell Cooperative Extension – Arlene Wilson**

Arlene could not attend the meeting but submitted a written report.

Arlene updated the Committee on the programs and participation for 2020.

Arlene updated the Shoreline Monitoring Program for 2020.

### **IT – Tim Groth**

Tim reviewed his monthly statistics which showed 203 help desk calls for the month of November.

Tim updated the Committee on the Solarwinds Orion reported breach, Laserfiche shared services project and credit card thermal installations.

Tim reviewed his goals.

Tim reviewed the following resolutions that would be needed. The Committee approved.

- Authorize Chairman to Sign Contract with Entre
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- Authorized Exceptions to the Procurement Policy

### **Historian – Len Kataskas**

Len reviewed his goals.

### **County Clerk – Lois Hall**

Lois reviewed her statistics which showed 1,840 DMV transactions with fees for retention collected for November 2020 of \$15,782.10 and \$48,604.14 in sales tax collected. COPRS internet fees collected year to date are \$12,148.53. The County Clerk transactions were 1,995 and fees collected were \$283,535.15.

Lois reported that effective February 3<sup>rd</sup>, 2021 legislative changes will be implemented impacting NYS commercial driver's license standards to require drivers of stretch limos which carry nine or more passengers including the driver to hold at a minimum a CDL class C license with a passenger endorsement and pass the appropriate road test to meet the minimum license requirement.

Lois explained the Governor signed New York's Automatic Voter Registration Act of 2020. The law requires state agencies to establish an automatic voter registration system to increase voter participation. The bill specifically designates participating agencies shall come to an agreement with the State Board of Elections and provide an opportunity through rulemaking or public notice and comment regarding the plans for implementation in the agency. The process by which each application shall be transmitted to the state board of elections and statements that the integrated personal voter application must include, the ability for the prospective voter to opt out of voter registration at the point of service.

Lois reported the County Clerk's office received credit card machines and I.T. installed the machines on December 21<sup>st</sup>. Lois will be going live with them after January 1<sup>st</sup>.

Lois reported she has received the eleventh amended administrative order for the Seventh Judicial District for operating protocols.

Lois reviewed her goals.

### **Clerk of the Legislature – Connie Hayes**

Connie reported the local laws changing the term of the Legislators and making the Treasurer's position part time and creating a Director of Finance were sent to the State on November 30<sup>th</sup> and delivered to the Department of State on December 7<sup>th</sup>. Connie has not received notification that they have been filed as yet.

Connie reviewed the 2020 insurance claims. Connie reminded the Committee that the County Insurance renews on May 15<sup>th</sup>. With all of the cyber security discussion that is going on Connie has requested costs on increasing the County's cyber security and will report back once she has received

the quotes.

### **Personnel - Kerry Brennan**

Kerry reported the Employee Recognition Ceremony will take place on January 11<sup>th</sup> but will be done virtually.

Kerry reported that effective January 1<sup>st</sup>, the federal guidelines for paid emergency sick leave, also referred to as Families First Coronavirus Response Act (FFCRA) ended, as Congress declined to extend the leave benefit requirement. Despite that employers are no longer required to provide FFCRA leave after the first of the year, under the New York State Quarantine leave law, employees subject to a qualifying quarantine or isolation order who are not able to telework during the period of the order are eligible to take job-protected leave and will receive compensation through paid sick leave (not an employee's accrual time). Under the law the County is required to provide employees with: Paid sick leave for a 14 day period, paid at the employee's regular rate of pay during a qualifying quarantine or isolation order period.

Kerry reviewed her goals.

Kerry reviewed the following resolutions that will be needed. The Committee approved.

- Authorize Chairman to Sign Contract Renewal (Hollister)
- Authorize Chairman to Sign Contract Agreement With ESI Employee Assistance Group for CSEA and Non-Union EAP Services
- Authorize Chairman to Sign Agreement With Healthworks for Pre-Employment Drug Screening
- Adopt Transitional Duty Policy
- Authorize the Adoption of the Wage Schedule

### **County Administrator – Nonie Flynn**

Nonie reviewed her goals.

Carlie moved to enter into executive session to discuss pending, current and proposed litigation with the Committee Members, Legislators, County Attorney and the County Administrator present.

Also for the employment history of particular person or persons with the Committee Members, Legislators and County Administrator present. Seconded by Jim.

VOTE: Unanimous

Meeting adjourned at 3:30 p.m.