

GOVERNMENT OPERATIONS COMMITTEE AGENDA

January 6, 2020 at 1:30 p.m.

Location: Legislative Chambers

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

Others present: Lois Hall, Kerry Brennan, Bob Brechko, Arlene Willson, Colby Petersen, Connie Hayes, Nonie Flynn,

Ed and Bonnie will sign the audit this month

Minutes of the December meeting were approved as presented.

Legislative Operations

Doug reviewed the following resolution. The Committee approved.

- Resolution – Commend former Legislators

Doug explained there is still some work that needs to be done regarding the compensation study. Doug appointed members to the Ad Hoc Classification and Compensation Committee (Tim Cutler, Dick Harper, Doug Paddock, Bonnie Percy, Nonie Flynn)

Doug reported. Five (5) members will be attending the NYSAC conference in Albany January 26-28 or 29 (Carlie Chilson, Earle Gleason, Dick Harper, Pat Killen, Doug Paddock).

Ed reviewed the following resolution that would be needed. The Committee approved.

- Reappoint members to the Region 8 Fish and Wildlife Management Board.

Elections – Robert Brechko/Robert Schwarting

Bob reviewed December Accomplishments/January Objectives.

Bob reported the Rob and his deputy are attending the winter the conference.

Bob reported Elections annual meeting is next Tuesday at 10:00 in the Clerk's closing room. All Legislators are invited.

Soil & Water –Colby Petersen

Colby reported Crystal Bailey started today as the new receptionist.

Colby reported Cole Hartman will be working on his own in the near future for Zone 1 watershed inspections. Staff continue to conduct inspections in the Towns of Barrington, Jerusalem, Milo, Torrey and the Village of Dresden and Penn Yan.

Colby reported Ag value assessments are underway. Staff completed 15 in December and are anticipating a total of over 200. The deadline for completion is March 1st.

Colby reported two large construction projects have finished up. A Manure storage and barnyard project for Klaas Martens and Vineyard streambank stabilization for Hermann Wiemer.

Cornell Cooperative Extension – Arlene Wilson

Arlene reported on the year-end Data Summary.

Arlene reviewed the participation in various programs for 2019.

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

- Resolution to Increase State Support for Cornell Cooperative Extension County Associations in the State of New York
- Authorize Chairman To Sign Memorandum of Understanding with Cornell Cooperative Extension

Historian – Len Kataskas

Len was unable to attend the meeting. Acting County Administrator Nonie Flynn reported in his absence.

Nonie reviewed Len's 2020 Goals.

Nonie reviewed the following resolution that would be needed. The Committee approved.

- Resolution Authorizing Reimbursement to the Town of Milo

IT – Tim Groth

Tim reviewed the Help Desk calls for November which showed 242 calls.

Tim reviewed his 2020 Goals;

Tim updated the Committee on various projects which were Office for the Aging Internet upgrade and Fiber Installation, Enterprise Server Installation and configuration, Corrections Facility TV upgrade and Commissary Internet upgrade, VoIP software upgrade, Network Attached Storage installations.

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

- Authorize Chairman to sign contract (Entre Computer Services)
- Authorize Exceptions to the Procurement Policy
- Authorize Chairman to sign contract (Solix Inc.)
- Authorize Chairman to sign contract (KnowBe4)
- Authorize Chairman to sign contract (Launch Team Inc.)

County Clerk – Lois Hall

Lois reviewed her statistical report which showed DMV fees for retention collected for November 2019, \$18,391.96 with \$27,228.19 sales tax collected. COPRS internet fees collected year to date \$5,479.97. The County Clerk saw 1550 transactions with \$193,158.50 in fees collected.

Lois reported the staff at DMV along with herself participated in a conference call December 3rd and 4th for training on the new procedures that go into effect December 16 regarding the Green Light Law. Lois reported on various issues that came up within the first few days the law was in place.

Lois reported the recordings in the clerk's office have remained steady for the month. Civil filings are up from 266 in 2018 to 293 in 2019. Judgments are also up 561 in 2018 to 599 in 2019 year to date.

Lois reviewed her 2020 Goals.

Lois reviewed the following resolution that would be needed. The Committee approved.

- Authorize Chairman Of Legislature To Sign Lease Agreement (Keuka Abstract Corporation)

Clerk of Legislature – Connie Hayes

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

- Resolution appointing members to the Yates County Soil & Water Conservation District Board of Directors.
- Adopt Local Law 1-20 Entitled A Local Law Establishing The Office Of County Administrator For The County Of Yates

Personnel – Kerry Brennan

Kerry reviewed her 2020 Goals.

Kerry reported on the Administrative Guide. Revisions have been made through page 19 based on the changes/suggestions received so far. In discussions with the Acting County Administrator the Administrative Guide will not be brought to the Legislature for consideration until Kerry receives and has made all of the comments/suggested changes. Kerry cannot give a time as to when a resolution will be brought forward to approve the guide as she does not have all the changes yet.

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

- Authorize Chairman to sign contract agreement with ESI
- Authorize Chairman to sign contract agreement with Healthworks
- Authorize Chairman to sign contract with Yates Community Center
- Authorize Chairman to sign Plan Management Agreement with Benetech
- Amend Yates County Controlled Substances and Alcohol Testing Policy
- Amend Yates County Employee Handbook
- Amend Resolution 532-19 Hourly Salary Resolution

Acting County Administrator – Nonie Flynn

Nonie reviewed her 2019 and 2020 Goals.

Nonie reviewed the County Project Status Report as it relates to Government Operations.

Dan stated that he would like the committee to look into staggered 4 year terms. A sub-committee of Dan Banach, Bonnie Percy, Carlie Chilson and Ed Bronson was established.

Bonnie moved to enter into executive session to discuss the employment history of a particular person or persons with committee members, legislators and the acting county administrator present, seconded by Tim.

Meeting adjourned 4:05 p.m.