

## GOVERNMENT OPERATIONS

February 1, 2021

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

Others present: Terry Button, Rick Willson, Connie Hayes, Nonie Flynn, Pat Killen, Earle Gleason, Leslie Church, Dan Banach, Doug Paddock, Colby Petersen, Tim Groth, Lois Hall, Kerry Brennan, Arlene Wilson, Robert Brechko, Robert Schwarting.

Ed and Dick will sign the audit this month

Minutes of the January meeting were approved as presented.

### **Legislative Operations**

Doug reported the Continuity of Operations Plan for the legislature is included for information and comment. At present, there is no requirement for the Plan to be formally adopted.

Doug reported relative to enacting a rule/policy/law requiring public notification of proposed projects early in the process. The County Attorney's research advises that a County is legally prohibited from enacting zoning regulations. Zoning authority rests with municipal entities, such as towns or villages. Yates County cannot enact a rule about making the public aware of potential building projects.

Doug reported on the Adult-Use Cannabis Program. The County Attorney has not been able to find the proposed legislation online. It is likely that what now exists (if it could be found) will be modified during negotiations. Once the legislation is solidified, Scott stands ready to give the County an assessment of its options and required actions.

Doug questioned if the Committee would like to have a meeting with Senator O'Mara and Assemblyman Palmesano. The consensus of the Committee was to go ahead with setting up a meeting.

Doug stated that he received an email from Steve Acquario requesting that the County reconsider joining NACO. The dues are \$507. The consensus of the Committee was to go ahead and rejoin NACO.

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

Rob reported the Governor signed a bill that changed the petition circulation period and minimum signature requirements. There are two bills that will affect the staffing level of the Board of Elections during the elections and one increases early voting by 50% and another requires the counting of absentee ballots starting the night early voting ends.

Rob reviewed the January achievements and February objectives for the office.

Rob reported the State sent a draft regulation regarding cyber security. Both Bob and Rob have met with Tim Groth and together they will oppose some aspects of the draft regulation as they do not coincide with the way our Election Department and IT operate. The initial review suggests that the regulation will raise uncompensated expenses for system changes and long term operations.

### **Soil & Water Colby Petersen**

Colby reported letters are being generated for the upcoming watershed inspections. He anticipates completing 500 inspections in 2021.

Colby reported the Ag. Value Assessments are underway. Staff have completed 31 so far in 2021 and anticipates a total of 70.

Colby reported staff worked on completing a culvert inventory and assessment for the Town of Starkey. A completed copy has been delivered to the Highway Superintendent for his review.

Colby reported construction progress took place in December on several agricultural projects under the Agricultural Environmental Management program.

Colby reviewed the Environmental Protection (EPF) State Funding and its breakdown of various funds. The Governor has held the EPF funding steady for 2021- 2022 at \$300 million.

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

Arlene updated the committee on the activities of various programs.

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

- Resolution to Sign an MOU with Cornell Cooperative Extension

Doug thanked Arlene for lending Brittney to help with a survey.

### **IT – Tim Groth**

Tim reviewed his statistic report for the month of December which showed 227 help desk calls.

Tim updated the Committee on the Solarwinds Orion reported breach. Tim explained that after working with Homeland Security there was no evidence found that that the county systems were compromised. After further research as to whether or not the Solarwinds products that Yates County uses were affected by this incident, it was concluded that they were not part of the breach and therefore Tim has allowed access to the system again.

Tim reported he has been looking at changing the configuration of the FireEye Internet traffic protection solution which would give the county additional real-time protection against malicious threats. Tim will be working on the February 15<sup>th</sup> to perform the work required. There would be about a 4 hour internet outage window while the work is being done.

Tim updated the Committee on the E911 Fiber Repair, VoIP phone system upgrades, and the Core Switch Firmware upgrade.

### **County Clerk Lois Hall**

Lois reviewed her statistics which showed DMV transactions 1823 with fees for retention collected for December 2020, \$17,414.32 with \$50,124.19 sales tax collected. COPRS internet fees collected year to date \$14,220.12. County Clerk transactions 2359 and fees collected \$284,877.37.

Lois reported the Governor has indicated that he would like to add \$1.00 extra for each DMV transaction processed online as part of his budget proposal. The fee, if approved, would take effect 180 days after the budget proposal becomes law, and would expire after five years.

Lois reported the Governor extended the DMV executive order to 2/26/21.

Clerks association has asked the Governor to include DMV workers in the 1B group for COVID vaccinations.

Lois reported the mandatory E-Filing has been pushed back to February 16, 2021 by NYSEF in order to provide training for attorneys and their staff.

Lois reported staff has started compiling the information for the Yates County Government Officials Booklet.

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

Connie updated the Committee on cyber insurance. Connie explained that Travelers our current carrier will not increase our coverage. So if the Legislature wants to increase the cyber insurance an excess policy will be needed. Stork Insurance is still working on obtaining quotes to go to \$3, \$4, and \$5 million limits. Stork Insurance did get a quote from a wholesale broker and the cost for an additional \$4million would be between \$17 and \$20 thousand. We current pay \$8,350 for \$1million in coverage.

Connie reported with regards to an appraisal of county buildings. Connie reached out to Universal Appraisal who did the building appraisals in 1990. The cost would be \$7,130 and covers buildings and contents. This does not include the airport. Meghan Kincaid, Real Property Tax Director worked with the assessors and from first glance it looks like we are over insured on some buildings but Meghan's figures to do not include contents. Meghan also cautioned that not all assessors keep up with exact values of wholly exempt parcels as they would for taxable property.

Connie explained a resolution is need to change the date of the October Legislative meeting and questioned if the Committee would like to do the resolution early in the year or wait until it is closure to the meeting. The consensus of the Committee was to do the resolution now.

- Resolution to Change the date of the October meeting

### **Personnel - Kerry Brennan**

Kerry reported emails were sent out on January 28<sup>th</sup> from GCN regarding the mandatory training. The deadline for completing the training is September 30<sup>th</sup>.

Kerry reported she received additional guidance from NYS on COVID sick leave. Basically an employee is eligible to use COVID Sick Leave up to three times, for a total of 42 days. In part it states "In no event shall an employee qualify for sick leave under New York's COVID -19 sick leave law for more than three orders of quarantine or isolation. The second and third orders must be based on a positive COVID-19 test.

Kerry reported as of January 1, 2021 employers are no longer required to pay employees using COVID-19 Sick Leave, who voluntarily travel outside of NYS and/or one of the adjoining States. An employee's accrual time will be deducted for the time he/she is quarantined, if unable to work remotely.

Kerry reported the NYS mandated Pandemic Continuity Plan has been drafted and provided to the Unions for review. The plan has also been provided to the Towns/Villages and special districts to use as a template if they desire.

**County Administrator Nonie Flynn**

Nonie reviewed a revised Department Head Performance Evaluation Form. The consensus of the Committee was to move forward with the new form and implementing it next month. Nonie explained that next year it would be tied in and presented with goals.

Bonnie moved to enter into executive session to discuss the employment history of a particular individual or individuals with the Committee members, other Legislators, the County Administrator present and the Clerk of the Legislature for the first session. Seconded by Carlie.

VOTE: Unanimous

Meeting adjourned at 3:55 p.m.