

GOVERNMENT OPERATION COMMITTEE AGENDA

May 2, 2022

Committee members: Ed Bronson, Bonnie Percy, Rick Willson, Dick Harper, Carlie Chilson, Mark Morris

Others present: Terry Button, Dan Banach, Doug Paddock, Pat Killen, Leslie Church, Nonie Flynn, Emilee Miller, Tim Groth, Bob Schwarting, Rob Brechko, Colby Peterson, Arlene Wilson, Lois Hall, Kerry Brennan

Ed & Bonnie will do the audit this month.

Minutes of the April meeting were approved as presented.

IT: Tim Groth

Tim reported that in the month of March there were 304 Help Desk Calls.

Tim reviewed the following Project Updates: MDM on BYOD, Monroe Crime Analysis Center, 2022 Mandatory Cyber Security Training, KnowBe4 Phishing Campaign, and MUNIS.

Tim reviewed the 2022 Quarterly Help Desk report.

Tim reviewed the 2023-2027 Capital Equipment Summary.

Elections: Robert Brechko and Robert Schwarting

Rob Schwarting reported that several new bills have been drafted relating to elections. One of these bills places an unnecessary burden on them, it will make their office staff 4 fulltime personnel and two full time Commissioners. They currently have different part-time personnel with specific skills and they are exploring the idea of Full Time Equivalents.

Rob reported that they have unresolved issues meeting the Absentee Canvassing procedures that are dictated by the state and meeting the part time work ceiling of 1560.

Rob stated that they are awaiting State approval of their Absentee Voting Procedures.

Rob stated that the courts have ruled that the State Senate and Congressional redistricting maps are unconstitutional. They have to be redrawn by May 24th.

Rob reported that State Primaries in both parties appear to have many races.

Rob reviewed the April Objectives achieved and the proposed May Objectives.

Rob and Bob reviewed the Capital Project/Equipment Request for Elections.

Soil & Water: Colby Petersen

Colby reported that staff have conducted 66 inspections to date in the Towns of Barrington, Jerusalem, Milo, Torrey, and the Villages of Dresden and Penn Yan. They anticipate completing 400 inspections in 2022. Staff have conducted 13 soils evaluations and reviewed 19 designs for new and replacement septic systems.

Colby reported that Tom Eskildsen is working with the Upper Susquehanna Coalition on a nutrient management planning grant. The purpose of this grant is to work with farms on increasing their knowledge of how manure and other nutrients are managed on their farms.

Colby reported that the 10th annual LULA conference was held in the County Auditorium. Topics covered include: storm water management on steep slopes, road ditches and commercial and agricultural lands as well as how local codes can help manage storm water.

Cornell Cooperative Extension: Arlene Wilson

Arlene provided project and program updates in addition to the following:

Arlene reported that she attended a spotted lantern fly update statewide meeting. The good news is that there was a spotted lantern fly infestation last year in Ithaca, they took extreme remediation removing trees, the DEC going in and spraying and checking, setting traps and, to date, there have been no reemergence of any spotted lantern fly in Ithaca. The bad news is the infestation in Binghamton has grown exponentially, there's like six or eight different spots and they're all along the river.

Arlene reported that the Farmland Protection Board met last week and they finalized a Request for Proposal that they are going to disseminate to Professional Planning Associations, some of the usual contractors that do Farmland Protection Plans, as well as some regional planning offices. They talked about creating a link and putting this on the County website. They have been working with the planning office, so any interested participants can get the forums off of the County's site and we've talked with Jeff Ayres about that.

Arlene reported that they wrote a letter of support for preservation of development rights for Henderson Farms and that will be submitted to the Finger Lakes Land Trust, they are cautiously optimistic about that proposal. There have been more economic development pressures in that part of the road. They also asked for a letter of support from the Town of Barrington

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

- Squash Bee Named Yates County Pollinator of the Year

Historian: Nonie Flynn

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

- Authorize County Historian to Fill Records Management Officer Position (Vacancy Review Form)

County Clerk: Lois Hall

Lois reviewed updates for the DMV and County Clerk's Office.

Lois reported that there were 1,761 DMV transactions with \$15,733.54 collected in fees. Sales tax collected was \$57,604.44. CORPS Internet fees collected year to date is \$0. There were 707 transactions processed on the internet for \$42,122.50 for March for a year to date total of \$133,918.75. They need to collect \$36,668.50 more in transactions to reach the threshold of \$170,587.25 and receive 3.25% of the monies collected. There were 3,458 County Clerk transactions and \$349,899.99 in fees collected. Total fees collected for the County Clerk in March of 2021 were \$197,078.13 and total fees collected by the DMV for retention in March 2021 were \$16,950.63.

Lois reported that May 3, 2023 people will be required to have federally compliant documents for domestic travel. They will be required to have the Real ID, Enhanced License, or a passport to fly domestically in the United States.

There was discussion about having the DMV opening earlier and staggering employee's shifts for better customer service.

Personnel: Kerry Brennan

Kerry reported that the collection for May will be personal care items, such as Band-Aids, antibacterial ointment, feminine products, nail clippers, hair brushes, etc.

Kerry reported that the RFP for Workers Comp Plan Administration was posted/distributed on 3/31, questions were due by 4/15, responses sent out by 4/22, RFP submission deadline 4/29, the Committee will be meeting May 12, to discuss the RFP's, and a recommendation will be coming in June.

Kerry reminded that the Customer Service Training is scheduled for May 11. Session one is 8:30 a.m. -11:30 a.m. and session two is 12:30 p.m.-3:30 p.m.

Kerry reported that ServU Bank will be treating the employees to either pizza or donuts in the near future to show the staff of Yates County that they are appreciated.

Kerry reviewed the following resolution that would be needed. After discussion the Committee approved.

- Appoint Highway Superintendent

County Administrator: Nonie Flynn

Nonie reported that the next CSEA Negotiations meeting will be May 18th.

Nonie reported that Steve Griffin from the Industrial Development Agency will be at the May 9th legislature meeting to give an update.

Nonie reported that for Customer Service Training, two sessions will be offered, one in the morning, one in the afternoon by Fred Pryor instructors on May 11th. Each session will last three hours. This will be required for all employees, except Public Safety employees that are already receiving customer service training. The handful of employees that cannot attend the training will be given a training booklet to read.

Legislative Clerk: Emilee Miller

Emilee reviewed the following resolutions that would be needed. After discussion the Committee approved.

- Authorize Insurance Renewal
- Ratify Letter of Support
- Standard Work Day Resolution

The Committee decided to hold the resolution entitled Expand Use of Videoconferencing until the County Attorney could review it.

Mrs. Percy moved to enter executive session to discuss:

- The employment history of a particular individual, with members of the Committee, other members of the Legislature present, the County Administrator, Election Commissioners, and Personnel Officer; and
- The employment history of a particular individual, with members of the Committee, other members of the Legislature present, the County Administrator, Commissioner of Social Services, and Personnel Officer; and
- The employment history of a particular individual, with members of the Committee, other members of the Legislature present, and the County Administrator.

Seconded by Mr. Harper. All in favor.

Meeting adjourned at 2:25 p.m.