

GOVERNMENT OPERATIONS

October 5, 2020

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

Others present: Terry Button, Rick Willson, Connie Hayes, Nonie Flynn, Earl Gleason, Doug Paddock, Leslie Church, Rob Schwarting, Bob Brechko, Kerry Brennan, Arlene Wilson, Len Kataskas, Colby Petersen, Tim Groth.

Ed and Jim will sign the audit this month.

Minutes of the September meeting were approved as presented.

Renee Bloom, Keuka Housing Council, reviewed a project to build a 40 unit apartment house, 4 units of 8-plex townhomes in phase 1 and 9 single family homes in phase 2 along with a community room and two offices. The total cost of the project is approximately \$23,845,548. Renee would like a letter of support from the County to include with a grant application. The consensus of the Committee was to go ahead with a letter of support.

Legislative Operations

Doug reported on the annual trainings that all County employees are required to complete, including Legislators. All should review the courses and complete them. As of this morning, 10 legislators have completed all the trainings, one (1) legislator has not started the trainings and the other (3) legislators are in various stages in the trainings. One annual training (harassment) is required by NYS law and a second (Title VI) is required in order to receive federal funds.

If the Committee feels legislators should be exempt from the training, then a resolution so stating should be introduced and voted upon by the full legislature.

Doug started a discussion on raising the flag to full mast. Nonie reported Sheriff Spike informed her that the NYS Sheriff's Association did research on this and found the following: There has been no order compelling non-state governmental agencies to fly their state flag at half-mast. The only directive from the Governor was contained in a press release not an official executive order. The consensus of the Committee was to put the flags back to full mast. Doug stated that a resolution will be needed to authorize the Building Maintenance Supervisor to raise the flags.

Doug explained he has had a request to discuss continuing Zoom meetings or going back to in person only. If we were to go back to in person only, this would free up the Director of I.T.'s time so he could do other things. Doug explained a representative from the NYS Committee on Open Government strongly suggested either total virtual meetings or hybrid, as we are currently. Specifically, bodies should ". . . not artificially limit attendance." The consensus of the Committee was to continue the meetings as is. Tim stated that he might be able to alternate a couple of his staff to do the zoom meetings freeing him up.

Doug reported Yates County will "host" the virtual meeting of the Intercounty Association of Western New York on November 20th. Our NYS representatives have been invited to make

statements. All Yates County legislators are invited to attend. Connie will forward the agenda with the zoom information as soon as it is received.

Elections Robert Brechko/Robert Schwarting

The Democratic Party has recommended that Robert Brechko be re-appointed as the Democratic Election Commissioner.

Bob reported elections has secured permission to submit a second grant (Tech and Civic Life) for COVID related expenses. Rob will do a resolution authorizing the Chairman to sign the grant.

Bob reported on the absentee ballots and various procedures that need to be followed. Early voting will begin on October 24th and will require dedicated parking for voters for the period of October 26th thru the 30th.

Bob reviewed the 2020 Budget summary.

Rob reported on releasing the email addresses of individuals. Rob explained that all the information that is collect is foible with the exception of driver's licenses and social security numbers.

Soil & Water Colby Petersen

Colby reported staff have completed 340 of the estimated 400 Watershed Inspections.

Colby reported the first of twelve quarterly publications on the 9 Element Plan were distributed by Seneca-Keuka 9E Team. If you would like to review the newsletter it can be found at <https://senecawatershedio.files.wordpress.com/2020/09/seneca-keuka-watershed-partnership-september-newsletter-1.pdf>.

Colby reported staff have sprayed 50 loads of hydroseed covering over 8.9 acres year to date.

Colby reported the NYS Soil & Water Conservation Districts Association holds an annual training session in late September early October for all employees and conservation partners. This year's training was held live online on September 16th and was viewed by almost 50 individuals. The online class was followed by regional state-wide outdoor sessions on September 25th with 14 attending.

Colby reported the first 65% of the implementation dollars for a grant in the Keuka Lake Watershed have been received so projects can begin this fall.

Colby reported November is open enrollment for the inclusion into Agricultural District #1. Connie will be placing the ad this month.

Cornell Cooperative Extension Arlene Wilson

Arlene reviewed her program summary report.

Arlene reviewed the Canandaigua Lake Foam Report. Global Aquatic Research and the Canandaigua Lake Watershed Association surveyed and sampled the lake foam with the help of citizen scientist throughout the late summer and fall of 2019 to determine the cause of the foam.

It was found by using a fourier-transform infrared spectroscopy. The foam is primarily made of carbohydrates, in particular polysaccharides, which are long chains of sugars. A range of aquatic organisms commonly produce these. All measurements were consistent with microcystis algae, the cyanobacteria that are responsible for the harmful algal blooms and produce the microcystin toxins responsible for beach closures, as the source of these foam-causing polysaccharides.

Arlene reminded everyone of the presentation and box lunch that will be done on October 13th. Arlene explained the CCE Board would like to have the presentation streamed and recorded. The Committee had no issues with this and Arlene will get with Tim Groth on the streaming issues.

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

- Resolution in Support of Preserving Funding For Critical Agriculture Programs during the Covid-19 Pandemic.

Arlene reported Professor Marvin Pritts from Cornell who teaches a Berry Class, adopted the Chilson Farm for the semester to examine it as a case study. Professionals will continue to monitor and work with the Chilson farm.

Historian – Len Kataskas

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

- Resolution to Authorize Chairman To Sign Agreement With Rochester Museum & Science Center

Len reviewed the 2021 Budget summaries.

IT – Tim Groth

Tim reported there were 279 Help Desk calls for the month of August.

Tim updated the Committee on the Email SPAM filtering/Security and Encryption services, County Election infrastructure Risk Remediation, and the Internal/External Vulnerability scanning and Penetration tests of the County Network.

Tim reviewed his 2021 Budget summary.

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

- Authorize Chairman To Sign Contract With Layer 3
- Authorize Chairman To Sign Contract With Entre Computer Services

County Clerk Lois Hall

Lois could not attend the meeting, but submitted a written report.

The statistical report showed DMV transactions of 1,803 with fees for retention collected for August 2020, \$15,771.27 and \$55,840.40 in sales tax collected. COPRS internet fees collected year to date \$6,198.21. County Clerk Transactions 1,769 and fees collected \$235,034.56.

Executive Order 202.43 was extended to October 11, 2020 which requires that in person

transactions in county operated Department of Motor Vehicles be conducted by appointment only.

The County Clerk's office has opened to the public as of September 14, 2020 from 9:00 a.m. to 5:00 p.m. The records room is still by appointment only. Discussion took place on why the records room was by appointment only. Ed explained that a meeting was held this morning with Lois and Molly and Ed expects to see some changes.

The 2021 Budget summary was reviewed.

Clerk of the Legislature – Connie Hayes

Connie reviewed the 2021 Budget summaries for the Legislative office and central copier.

Personnel - Kerry Brennan

Kerry reported there have been issues with the Yates Skill-Up training database and would like to go back to using Global Compliance Network (GCN) as the provider for our mandatory trainings. The additional cost to the county is less than \$500. The Committee approved. Kerry will check with GCN on whether the Towns and Villages can be included with our contract.

Kerry reviewed her 2021 Budget summary.

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

- Amend Resolution 225-20 (Authorize Chairman To Sign agreement Between Yates County And Gila LLC, D/B/A Municipal Services Bureau
- Authorize Chairman To Sign Agreements With Alera Group, Inc. And Authorize Treasurer To Pay (Alera) Prior To Audit
- Amend Resolution 258-20 (Adopt 2020 Non-Union Exempt Employee Salary Schedule (Resolution pulled)
- Adopt FY 2021 Workers' Compensation Budget
- Reappoint Democratic Election Commissioner (Brecht)
- Adopt Yates County title VI Nondiscrimination Policy
- Employee Handbook

County Administrator Nonie Flynn

Nonie reported the County Office Building continues to be staffed to ensure social distancing and the wearing of face coverings.

Nonie reviewed the 2021 County Administrator Budget Summary

Bonnie moved to enter executive session to discuss pending litigation with committee members, other legislators the County Administrator and the County Attorney present. Seconded by Carlie.
VOTE: Unanimous

The meeting was recessed at 3:00p.m.

The Committee resumed the Government Operations meeting and went into executive session on Tuesday, October 6th at 2.24pm.

Meeting was adjourned at 2:49pm.