GOVERNMENT OPERATION COMMITTEE  
November 1, 2021

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

Others present: Doug Paddock, Connie Hayes, Emilee Miller, Nonie Flynn, Dan Banach, Earle Gleason, Pat Killen, Terry Button, Leslie Church, Robert Brechko, Robert Schwarting, Colby Petersen, Tim Groth, Kerry Brennan, and Bill Holgate at 1:33 p.m.

Ed and Bonnie will sign the audit this month.

Minutes of the October meeting were approved as presented.

**Legislative Operations**

Doug reported that Emilee passed her test for commissioning as a Notary Public.
Congratulations are in order.

Doug reported that Emilee trained the new clerk in Real Property during October and is now full time in the legislature office. Connie is supplying training and guidance.

Doug reported the 2020 census data is available at the town and census tract level. It will be necessary to review the composition of the legislature and possibly make adjustments. A committee consisting of the two election commissioners and one legislator from each district is needed. The Planner and Soil and Water District personnel will assist. Doug asked if there were any volunteers and stated that committee would be setup at a later date.

Carlie stated that it would be nice to have an Employee Appreciation Day to say thank you to everyone for working so hard during the Pandemic.
Nonie stated that the county really can’t do anything financially because it’s tax payer funds. We can’t give the employees bonus and we can’t have a big picnic or dinner.

Carlie asked if there is any COVID funding that the county can do anything with?

Nonie stated not through the county, not given to the county, the Public Health Department might have some.

Pat stated in the Town of Jerusalem, because they can’t use taxpayer funds for these type of things, each of the Councilman and the Supervisor put in a little bit each week that’s used for like a Christmas party. Pat is willing to make a donation to purchase cookies or donuts or something.

Dan asked if this was for all county employees. That is about 230 employees.

Ed stated that Carlie and Pat will work on this and report back next month.

Doug stated it is likely that we will have a discussion at the legislature meeting with our labor attorney in executive session at next week’s meeting.

**Elections: Robert Brechko and Robert Schwarting**

Rob and Bob explained they will get information to the Legislators about timing as far as doing changes to the Legislative Districts.
Bob stated that they currently have 427 early voters and 240 absentee ballots sent back.

Rob stated that right now about 6% of the registered voters already voted. Rob anticipates anywhere from 20% at most 40% of the registered voters will vote.

Doug questioned if the early voting will be included in the numbers that are read off the machine or is that added in after the fact?

Bob stated early voting will be included in the election end results.

**Soil & Water: Colby Petersen**

Colby reported staff have conducted 350 watershed inspections to date. The staff has conducted 79 soils evaluations and reviewed 77 designs for new and replacement septic systems.

Colby reported that the Hydroseeder has been winterized due to declining soil temperatures. Seeding from this point forward will be applied by hand and mulched with the bale mulcher. There were 107 loads of Hydroseeding done at 46 sites over 18 acres.

Colby reported the second outreach session on Seneca-Keuka 9 Element Plan was conducted on October 7th in the county auditorium. The recording is available at: https://senecawatershedio.wordpress.com/9e/. The 9E Executive Team anticipates a DEC approved Version of the 9E Plan will be available by January 2022. The 3rd outreach session will be conducted in February 2022 and the final version will be available to the public by the April 2022 Land Use Leadership Alliance (LULA) Training.

Colby reported November is open enrollment period for inclusions into Agricultural Distrist#1. There are currently 5 parcels to consider for inclusion, but he anticipates more with the public notice.

Colby reported staff applied for Round 27 Ag non-point source funding for projects in the Canandaigua and Keuka Lake Watersheds. The projects have been ranked by the State Committee and they are expecting an announcement soon. A new round of Climate Resilient Farming grant program funding is expected this fall. Yates County will be submitting several projects.

Colby reported on the Water Retention Basin Projects and the Tile Drainage Project.

**Cornell Cooperative Extension: Arlene Wilson**

Arlene reported CCE participated in a Statewide Agricultural Solar Meeting on October 5. Arlene reviewed the Yates County Farm Update that was published last Friday. This will be the last one published until Mid-growing season starts again.

Arlene reported that there has been an increase in Youth programing in conjunction with the Penn Yan library. They are continuing to support the Dundee TRAILS after school program.

Arlene reported that the Annual CCE Virtual Meeting will be held December 9 at 6:30 p.m. She will be sending out the information for the meeting soon.

Doug stated he totaled the amount of calls to 19 under Promotions & Marketing. Doug questioned if that was the total for the whole month or if it was just one particular portion. He also questioned if the amount of in-person visits was a total of 7.
Arlene stated that is just one particular portion of the phone calls and messages received. The amount of in-person visits was 7 for all areas.

**IT: Tim Groth**
Tim reviewed his monthly statistics which showed 260 help desk calls.

Tim updated the Committee on the following projects: New Storage Area Network (SAN’s), BOE Risk Remediation Project, Toshiba’s Managed Print Services, Sophos Managed Threat Response Service.

Tim reviewed his Quarterly Help Desk Report.

Tim reviewed the following resolutions that would be needed. The Committee approved.
- Authorize I.T. Director To Purchase Sophos Central MTR Standard Support (Layer 3 Technologies)

**County Clerk: Lois Hall**
Lois reviewed her statistics for the office. DMV transactions were 1,416 with fees for retention collected for September 2021, $11,800.04 with $90,029.11 sales tax collected. COPRS internet fees collected year to date $10,470.51. The County Clerk transactions were 3,344 and fees collected of $328,647.99.

Lois reported President Bartollotti, of the County Clerk’s Association and DMV Commissioner Schroeder and the DMV team have come to a temporary agreement on mail backs for the county run DMVs. County run DMV offices will be taking their registration and license invitations back. The mail backs are usually addressed for return to the Utica address not the local county DMV offices. The county must ask to be enrolled in this. The request to have Yates County documents to be addressed to return to the county for processing was submitted immediately. This option was taken from the County run DMVs years ago when the retention rate was increased from 9% to 12.7%. Hopefully, this will become a permanent situation.

Lois reported that the NYSDMV has submitted their strategic plan to transform the DMV into a more user friendly organization for employees and customers.

Lois reported that the DMV opened up the permit testing online a few months ago. Now they will be requiring a camera on the test takers computer.

Lois reviewed the top priorities that were discussed at the Fall Conference.

Lois reported that Ellen Stephansky retired on October 29.

**Personnel: Kerry Brennan**
Kerry reported the collection for November for the Living well is winter hats and gloves.

Kerry reported that Open Enrollment for employee benefits starts November 1.

Kerry reviewed the following resolutions that would be needed. The Committee approved.
- Amend Resolution 10-21 (Adopt 2021 Non-Union Non-Exempt Employee Wage Schedule)
- Amend Resolution 449-20 (Adopt 2021 Non-Union Exempt Employee Salary Schedule)
- Authorize Chairman To Sign Amendment To Administrative Services Contract With Excellus Health Plan, Inc., D/B/A Univera Healthcare For Plan Administration Of The Yates County Medical Plan
- Reappoint Republican Election Commissioner (Schwarting)

**County Administrator: Nonie Flynn**
Nonie reported she has requested Seneca County’s RFP for a Solid Waste Plan.

Carlie motioned to go into Executive Session at 2:13 p.m. to discuss Collective Negotiations pursuant article 14 of the Civil Service Law with members of the Committee, Legislators, County Administrator, and Personnel Officer present. Seconded by Bonnie.
VOTE: Unanimous

Meeting adjourned at 2:35 p.m.