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

Others present: Terry Button, Dan Banach, Leslie Church, Doug Paddock, Tim Cutler, Pat Killen, Jesse Jayne (1:58 p.m.), Nonie Flynn, Emilee Miller, Lisa Harper, Robert Brechko, Robert Schwarting, Colby Petersen, Arlene Willson, Lois Hall (Zoom)

Ed & Bonnie will do the audit this month.

The minutes of the October meeting were approved as presented.

**Historian: Lisa Harper**

Lisa reviewed the updates to the Records Management Policy.

The consensus of the Committee is to have the FOIL portion revised and brought forward again.

**Elections: Robert Brechko and Robert Schwarting**

Rob Schwarting reported that COVID struck 3 Monitored Inspectors and they had to adjust schedules. Two staff contracted COVID and were out for a week.

Rob reviewed the October objectives achieved, highlighting that they prepared for the November General Election, Early Voting, and changed the Early Voting hours to reflect the change in building hours.

Rob reviewed the proposed November objectives, highlighting that they plan to complete the General Election, conduct required audits, and complete election certification.

**Soil & Water: Colby Petersen**

Colby reported that staff conducted 409 Watershed Inspection/KWIC inspections to date in the Towns of Barrington, Jerusalem, Milo, Torrey and the Villages of Dresden and Penn Yan. Their tentative goal for 2022 was to complete 400 inspections. Staff has conducted 60 soils evaluations and reviewed 90 designs for new & replacement septic systems.

Colby reported that staff has applied 73 loads of hydroseed to 40 sites. They were able to use FLLOWPA funds to hydroseed newly placed soil at the Little League fields at cost. Soil excavated from the Community Center was used to fill in low spots on the current t-ball and softball fields, totaling 21,000 square feet. Hydroseeding will continue into November as long as soil temperatures are above 50 degrees.

Colby reviewed the status of the Agricultural Non-Point Source Grants, AEM Base Funding Year 17, Climate Resilient Farming Grants, Finger Lakes Cover Cropping Grant, and the EBM Grant.

Colby reviewed the new proposed legislation to the Conservation District Law, Environmental Conservation Law, and County Law, requested by the Watershed Health Coalition.

The Committee is strongly against this newly proposed legislation. Colby will write a resolution opposing this legislation, Leslie will draft a letter opposing this, and Arlene will distribute the information through the channels that she has access to.
**Cornell Cooperative Extension: Arlene Wilson**
Arlene reported that their annual meeting will be Thursday, December 1st, in the auditorium. Barbara Johnstone will be their keynote speaker. Talking about the Farmland Protection plan, sharing updated maps, and they will have a survey for farmers and growers about what should be in the plan.

Arlene reported that for the New York Labor Road Show they are going to host a zoom broadcast there in a conference room. These are virtual, but they wanted to make it available to people who do not have internet and um

**IT: Tim Groth**
Tim reported that there were 269 Help Desk Calls in the month of September.

Tim provided project updates highlighting: Setup MDM on all BYOD and other County owned devices, Risk Remediation, MUNIS Upgrade, NYS Cyber Security Initiative, E911 RapidSOS, and Time Clock Plus.

Tim reviewed the 2022 Help Desk Tickets Quarterly Report.

Tim reviewed the following resolutions that would be needed. After discussion the Committee approved.
- Authorize Chairwoman to Sign Contract (Entre Computers)
- Authorize Chairwoman to Renew Internet & Telephone Services Contract (Empire Access)

**County Clerk: Lois Hall**
Lois reviewed her report and was available for questions via Zoom.

Statistical Report includes:
- DMV transactions, 1565 with fees for retention collected for September 2022 $12,281.94 with $79,434.34 sales tax collected
- COPRS Internet fees collected year to date $7,471.27
- Transactions processed on the internet 526 $36,697.75 with a year to date total of $400,472.75
- $229,885.50 over the threshold for shared revenue
- County Clerk transactions 3016 and fees collected $320,906.11
- Total fees collected County Clerk September 2021 $357,572.54
- Total fees collected DMV for retention September 2021 $11,800.04

**Personnel: Nonie Flynn**
Nonie reviewed Kerry’s report as she was unable to attend.

Some highlights include the audit on the NYS Comptroller’s Office extensive audit of records for Sexual Harassment Prevention, a pilot program administering a Training and Experience exam for entry level Correction Officer Titles as opposed to the traditional hand written exam, Real Property is the winner of the 1st Annual Door Decorating Contest.

Nonie made it clear that no tax payer’s money was used to decorate the offices, it was all funded by employees that wished to participate and the prizes were donated. They are thinking of doing something similar for Christmas.
**Historic Markers: Doug Paddock**
Doug, with assistance from Yates County Soil and Water Conservation District staff and County Historian, identified 20 historic markers in the County.

Doug reviewed the conditions of various historic markers, as well as, some potential costs to repair the various markers.
The consensus of the Committee is that Doug will have one sign repaired and see how it goes before they proceed with more. Pat Killen will try to find a better price.

**County Administrator: Nonie Flynn**
Nonie reported that the negotiation team will meet with representatives from the CO82 Communications and Correction units on November 30th.

Nonie reviewed the following resolutions that would be needed. After discussion the Committee approved.
- Authorize Chairwoman to Enter into a Written Agreement with Cynthia Rochford for the Administration of Indigent Person Conflict Assignments.

Ms. Chilson moved to enter into executive session to discuss:
1. The Employment History of a Particular Individual, attendees being Committee Members, other Legislators present, and the County Administrator.
Seconded by Mrs. Percy.
VOTE: Unanimous

Meeting adjourned at 3:12 p.m.