

GOVERNMENT OPERATIONS COMMITTEE

December 5, 2016

Present: Mark Morris, Taylor Fitch, Ed Bronson, Bonnie Percy, Dan Banach, Leslie Church, Earle Gleason, Bob Brechko, Lois Hall, Kerry Brennan, Jim Balyszak, Jim Multer, Bill Holgate, Arlene Wilson, Tim Dennis, Jim Smith, Elden Morrison, Tim Groth, Robert Lawton, Doug Paddock, Connie Hayes.

Mark and Jim Smith will do the audit this month.

Minutes of the November meeting were approved as presented.

Legislative Operations

Discussion took place on setting the date for the January Committee meetings. Government Operations will be held on January 4th at 1:00, Human Services will be on January 4th at 3:30 and Public Works will be at 1:30 on January 3rd.

Chairman Dennis welcomed Taylor Fitch back to the board.

Soil & Water – Jim Balyszak

Jim reported 19 requests were received for the inclusion of 23 parcels of land into the Agricultural District totaling 1,206.18 acres. A public hearing will be held at the December 28th yearend meeting.

Cornell Cooperative Extension – Arlene Wilson

Arlene reported on the TANF Life Skills Program. All 17 money management workshops have been presented for 2016. Two new families have been enrolled in the 1 on 1 programming in November and a total of 16 families have graduated from the program.

Arlene reported a nutrition program was presented on November 2nd to Penn Yan Central School District staff.

Arlene reviewed the various activities of the 4H and Youth Development.

Arlene reviewed program activities for the NWNYS Dairy, Livestock and Field Crops Program, Watershed Educational Programs, Master Forest Owner Program, Natural Resources Outreach Education and the Finger Lakes Grape Program.

IT – Tim Groth

Tim reviewed the monthly stats which showed 187 help desk calls for the month of October. The Spam filter detected 5363.

Tim reported the Time Clock Plus upgrade has been done. The upgrade had some significant upgrades and not all settings migrated as expected which did require additional configuration. All is working well currently.

Tim reported on the Mutual Link Installation Configuration. The initial installation took place on November 2nd. A follow-up is scheduled for December 6th to finish the installation.

Tim reported he has purchased and installed the new Barracuda SPAM/Virus appliance as of November 17th. All county email is now protected and flowing through the new device.

Tim reviewed where we stand with our current website provider. Tim was authorized to seek an RFQ for website services.

Elections – Robert Brechko/Amy Daines

Bob reported they received a legislative update last week. A law has been passed which provides for issuance of special ballots to emergency responders declared by the Governor or Court.

Bob reported the last couple of months have been extremely busy. The election was certified on the November 28th. On November 10th elections assisted Dundee Central School with an election. Bob explained he has done three presidential elections and this one, although it wasn't the highest turnout, was the busiest. Bob reviewed various incidents that took place during the last elections.

Bob reviewed activities that the office would be undertaking during the month of December.

County Clerk – Lois Hall

Lois reviewed her statistical reports.

Lois reported DMV is still experiencing statewide outages.

Lois reported the Records Management Funding Bill S6708 stopping the State from sweeping unused funds has been vetoed by the Governor.

Lois reported information about pistol permit recertification was addressed by the NYS Police at the Saratoga Conference of County Clerks. The information Lois received is that the State Police will be launching a website where Pistol Permit Licensees can be recertified either online or by downloading a form. There is no scheduled launch date for the website.

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

- Resolution to renew the contract with Keuka Abstract Corp

Clerk of the Legislature – Connie Hayes

Connie reviewed the Insurance RFP and asked that a sub-committee be formed to review the RFP's when they come in. A subcommittee of Connie, Kerry Brennan, Jim Smith, and Mark Morris was established.

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

- Resolution to set date for public hearing on addition of viable agricultural lands to the Yates County Agricultural District
- Net Tax Debits and Credits to Towns

Personnel – Kerry Brennan

Kerry reported a preliminary injunction that prevents the United States Department of Labor (DOL) from implementing its new overtime salary level rule has been put in place. The injunction is temporary and it is likely the DOL will appeal the court's decision. Implementing the change in Yates County has been postponed until further notice.

Kerry reviewed the NYS Voluntary Defined Contribution (VDC) Program explaining an administrator needs to be appointed if the Legislature wants to go forward with the program. The consensus of the Committee was to have Kerry move forward with the program and that she will be the administrator.

Kerry reviewed the Personnel Office Vacancy Report.

County Administrator – Robert Lawton

Bob reviewed the recruitment for the Planning Office.

Bob reported on the future direction of Historian/Records Management. Mr. Ratcliffe will be overseeing staff and the department reports to Bob. Bob has a meeting Thursday with the Historical Society.

Bob reported on Phase 2 of the New NY Broadband Program. Bob will be talking with the STN Board on the next move. Bob also attended the press conference that Senator Gillibrand held on Communications.

Bob reported with regards to Department Head Evaluations, he has identified department head anniversary dates and will be working with Legislators on the process.

Bob reported he submitted a draft RPF for engineering and administrative services at the County-owned Penn Yan Airport to the Airport Council for their review.

Bob reported he continues to work on the Administrative Guide and Employee Handbook as time allows.

Bob is working with the Records Management Officer on Laserfiche Implementation and getting more departments on board.

Bob reported he will be working with department heads to make sure their Website page content is up to date.

Earle moved to enter executive session to discuss the employment history of an individual, and the financial history of a corporation with Legislators, the County Administrator and Kerry present for part of the discussion, seconded by Bonnie.

VOTE: Unanimous

Meeting adjourned at 3:27 p.m.