

GOVERNMENT OPERATIONS COMMITTEE

August 7, 2017

Committee members: Mark Morris, Jim Multer, Earle Gleason, Jim Smith

Committee member absent: Bonnie Percy

Others present: Bill Holgate, Elden Morrison, Ed Bronson, Taylor Fitch, Robert Lawton, Connie Hayes, Tim Dennis, Rob Schwarting, Ruth Bouchard, Tim Groth, Jim Balyszak, Lois Hall, Arlene Wilson, Terry Button, Doug Paddock, Dan Banach, Leslie Church.

Mark and Jim Smith will do the audit this month.

Minutes of the July meeting were approved as presented.

The September Committee meeting will be held September 6, 2017 at 1:00pm

Legislative Operations

Tim reported the NYSAC fall conference is 9/13 to 9/15 and there is enough money in the budget for 2 individuals to attend.

Tim stated that he is pleased to see a copy of the Yates County Vision, Mission and Values on everyone's desk. Tim would like it to be laminated.

Mark stated that he supplied per capita information along with a NYSAC article from 2017 and Yates County's budget with comparisons for use during budget workshops.

Soil & Water – Jim Balyszak

Jim reported, with July being a wet month they are still responding to resident and municipal requests for technical assistance after the storms.

Jim reported a number of site plans have come into the office from Town and County Planning Boards. Site plans are reviewed for proper storm water and erosion control practices.

Jim reported Agricultural Grant projects for this summer will utilize a variety of best management practices to manage storm water and prevent soil erosion.

Jim reported additional trips will be made for the continued removal of the water chestnut.

Jim reported they have been busy with the hydroseeder and bale mulcher in completing work for town highway departments and contractors.

Jim reported Ethan Hall is the new Conservation District Technician.

Jim reported on the recent outbreak of the Blue Green Algae.

Cornell Cooperative Extension – Arlene Wilson

Arlene updated the Committee on the activities for the TANF Life Skills Program, Master Forest Owner Program, Invasive Species, Cornell Vegetable Program, Yates County Agriculture Education, Finger Lakes Grape Program, the Northwest New York Dairy, and the Livestock and Field Crops Program,

Arlene reviewed upcoming events.

Mark reported that the Environmental Management Council activity & resolution will move to the Finance Committee under the Planner.

IT – Tim Groth

Tim reviewed his monthly stats which showed 217 help desk calls. The email stats showed 1462 Bad Recipient spam were blocked, along with 572 spam blocked for inbound and 4 spam were blocked for outbound emails.

Tim reviewed his goals

Tim reported work is progressing on the new website. On July 31st IT was given a link to the future production version of the new website. The website committee will be reviewing the site and fixing issues. Training for all department heads and their associated website content managers will be held the week of August 14th thru 18th.

Elections – Robert Brechko/Amy Daines

Rob reported the busy season started about 4 weeks ago in Elections. The office is currently receiving and reviewing election cards and working on meeting deadlines.

Rob reported they will be notifying inspectors of upcoming trainings. With that in mind, Elections would like to have an inspector appreciation day at the October board meeting. The consensus of committee was to go ahead with the appreciation day at the October meeting.

County Clerk – Lois Hall

Lois reviewed the statistical reports for the month.

Lois reported the State DMV has warned New Yorkers of an email traffic ticket scam that could lead users to unwittingly downloading a computer virus. Lois explained that the computer issues continue in DMV. DMV and IT are aware of all the issues on the state level.

Lois reported she attended the June conference which touched on a number of areas. DMV, Court Reporting, FOIL, Notary, Donate Life, SAFE Act, OCA Records Management, tax and Finance and US citizenships and Immigration Services. The E-filing legislation passed and there will be Criminal e-filing pilot programs late 2018.

Clerk of the Legislature – Connie Hayes

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

- Resolution Authorizing Chairman To Sign Inter-Municipal Agreement With Schuyler County For Household Hazardous Waste Day Services
- Standard Work Day Reporting Resolution
- Adopt Local Law 2-17 Entitled Renewing A Local Law Establishing An Additional Mortgage Tax For Mortgages On Real Property Situated in Yates County

Personnel – Kerry Brennan

Kerry reviewed her goals.

Kerry reported when she receives the updated NYSAC Salary Survey submitted July 14th she will send out.

Kerry reviewed the Overtime Pay Rule Change, Affordable Care Act, Paid Family Leave, and the Volunteer Fire Fighter Cancer Presumption Bill. Kerry will keep the Committee updated as information is made available.

Kerry reviewed the Workers Compensation Overview of Claims Status.

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

- Resolution – Amend Resolution 94-17 Adopt 2017 Non-Union Salary Schedule (DA Salary)
- Resolution – Authorize Chairman to Sign Amended Agreement

Kerry reviewed the Personnel Office Vacancy Report.

County Administrator – Robert Lawton

Bob reported with regards to Crowd Fiber, Steuben had to go out for an RFP for services, which has been done. By partnering with Steuben County, Yates gets a reductions from the original quote of \$10,000 to \$8,900.

Bob reviewed the Department Head and Recruitment and Hiring Policy, Proposed Yates County VPN Access Policy, Proposed Yates County Alternative Work Arrangement Policy. Bob will have resolutions for the policies next month.

Bob reported he is currently conducting a poll to setup a joint laserfiche implementation meeting and will report when that meeting will take place.

Bob would like to establish a review committee to review the proposals for a labor attorney and make a recommendation at the September meeting. Legislative representatives to the committee will be the Chairman of the Legislature and the Vice Chairman.

Earle moved to enter into executive session to discuss the employment history of a particular individual, with Legislators, County Administrator present, seconded by Jim Smith.

VOTE: Unanimous

Meeting adjourned at 3:21pm