

## GOVERNMENT OPERATIONS

November 2, 2015

Present: Mark Morris, Gary Montgomery, Elden Morrison, Bonnie Percy, Jim Multer, Dan Banach, Lee Sackett, Bob Clark, Jim Smith, Connie Hayes, Bob Brechko, Julie Betts, Tim Groth, Jim Balyszak, Kerry Brennan, Arlene Wilson, Sarah Purdy, Doug Paddock, Tim Dennis.

Mark and Bonnie will do the audit this month.

Minutes of the October meeting were approved as presented.

### **Elections – Robert Brechko/Amy Daines**

Bob requested that the \$3,500 for additional help during the elections be restored as 2016 will be a presidential election year and everything doubles.

Bob Clark stated that he has spoken with elections and understands that there is a lot more work involved with a presidential election year.

### **Legislative Operations**

Amy reviewed the vacation Leave policy, the Committee approved the policy.

### **Soil & Water – Jim Balyszak**

Jim reported Soil and Water has completed an inventory and assessment of culverts along East Bluff Drive. The project physically inventoried 123 culverts and produced a priority assessment of needed repairs and replacement.

Jim reported he has been notified of successfully competing for and receiving a new agricultural grant. The grant will provide \$324,510 in state funds for farmland conservation projects that will be implemented over the next 5 years.

Jim reported Soil & Water will be undertaking a physical inventory of the storm water system components in the Keuka Park area.

Jim reported November is the open enrollment period for landowners to request the addition of parcels to the Yates County Agricultural District. Applications received will be reviewed by the County Agricultural Farmland Protection Board and a report made with recommendations to the Legislature. The Legislature will need to hold a public hearing to consider these requests and the recommendations of the Farmland Protection Board. A resolution to add parcels to the Yates County Agricultural District will then need to be reviewed and approved by the NYS Commissioner of Agriculture.

### **Cornell Cooperative Extension – Arlene Wilson**

Arlene reported National 4H week was October 4<sup>th</sup> thru the 10<sup>th</sup>. There was a 4H Banner above Main Street in Penn Yan and an article in the local papers along with a 4H exhibit at Carey's Rental.

Arlene reported two youth competed in an all American Horse Congress in Ohio on October 13<sup>th</sup> and 14<sup>th</sup>.

Arlene reported a 4-H open house also took place October 26<sup>th</sup>.

Arlene reported CCE is partnering with Eat Smart New York. Information and a display has been set up in the Yates County Social Services office. Nutrition staff will also continue monthly "Walk Up Counseling" during FoodLink deliveries on Penn Yan Food Pantry Days.

Arlene reported free food preservation workshops were given in Dundee and Penn Yan. These workshops covered principles of freezing fruits and vegetables and provided hands on experience freezing cauliflower, beans and blueberries and canning basics. There will be an additional workshop on preserving applesauce on November 2<sup>nd</sup>.

Arlene reported Vegetable specialist Julie Kikkert is working with vegetable growers in Potter to research management of herbicide resistant weeds.

Arlene reported the TANF Life Skills program has graduated 13 families to date and is currently working with 3 additional families in a one on one program. Fourteen of the seventeen workshops for this year have been completed.

Arlene reported on Environmental Management. A staff member attended the monthly KLA directors meeting on October 7<sup>th</sup> where they gave a presentation on the new aquatic invasive species in Keuka Lake and Tinker Creek. A summarization of the Outlet Trail Terrestrial Invasive Species Project Completion was also given.

Arlene reported there was an Invasive Species session provided for 30 attendees at the Regional Master Gardener training held in Ontario co.

Arlene reported the staff has assisted community members with identifying plants, insects and even a snake.

Arlene reported the annual CCE meeting will be December 3<sup>rd</sup> at the Elks Club.

Arlene reported CCE has a Friend of Extension Award for New York State and this year it will be presented to Skip Jensen.

### **IT – Tim Groth**

Tim reviewed his monthly statistics which showed 192 help desk calls of which 5 were classified as user error. The spam filter identified 11197 spam and 203 viruses.

Tim reported training for county department representatives on the website update took place on October 19<sup>th</sup> and departments will start migrating data over to the new website. Tim hopes to do another training soon for the rest of the department representatives.

Tim reported on the E911 phone system upgrade. The upgrade is moving along, the main cutover is scheduled for November 4<sup>th</sup> for Yates County and November 12<sup>th</sup> for Seneca County.

Tim reported the Wilmac recorder installation took place and the main cutover is scheduled for all new trunks in November. The old Wilmac recorder is to be decommissioned after the E911 phone system cutover.

Tim reported IT rolled out a new web protection service last week for the remainder of users that had not been cut yet. The old prism has been decommissioned and all traffic will be filtered through the new solution.

Tim updated the Committee on the Network Refresh. He met with the tech from SMP for the kickoff and discovery meeting this month and will be continuing the discovery planning stages in the first part of November. Due to a train derailment, a large portion of equipment was severely damaged. SMP and Cisco have been working hard on a resolution and we hope to have this equipment completely replaced in early November.

### **County Clerk – Julie Betts**

Julie reviewed her statistical reports for the Clerk's office and DMV.

Julie reported the Real ID has been extended for another year.

Julie reported she attended the NYSACC conference that was held in Canandaigua on October 7<sup>th</sup>. There was discussion on Real ID, pilot program for auto dealers, proposed request for county revenue increase, best practices.

Julie reported the draft Audit Report has been received, there were no deficiencies. There will be a meeting on Thursday for the exit conference with the auditors. Many of the issues mentioned have been addressed already. Julie is working with the Treasurer on a response and an action plan.

Julie reported she received her first invoice from ACS now known as Xerox, and line item A1410/55001 can be lowered by \$960 for 2016.

### **Legislature – Connie Hayes**

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

- Resolution to approve the mortgage tax apportionment
- Resolution for the net tax debits to towns
- Proclamation for Juror Appreciation Week, Proclamation will be given to Margaret

### **Personnel – Kerry Brennan**

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

- Reappointment of the Republican Election Commissioner, Daines.

Kerry reviewed how she came up with the 2015 Personnel budget revenue projection.

Kerry reported that part-time employees will not impact the cost of the 2016 EAP allotment, it is based on full time employees.

Kerry reported she attended the Civil Service Institute Training and has completed Week 2 of her training.

Kerry updated the Committee on Catalog and Commerce. As of October 2015 data has continuously been entered and Kerry will be entering the civil service information as it comes into the office. The roster cards will become obsolete as information is entered and scanned into the program. Kerry would also like to hold a seminar offering Civil Service 101 in the morning and then in the afternoon a Catalog and Commerce training would be done. Kerry is looking at possibly doing this in January.

Kerry reported the following positions are being recruited for.

- DSS – Employment and Training counselor
- It Computer Specialist

Kerry reported on a proposed BJ'S membership as an employee benefit. Kerry explained if a person went to BJ's a membership would cost \$50 plus tax. The county can obtain a corporate membership that would allow county employees to join BJ's for \$40 plus tax for a 15 month period. There would be no cost to the county. Discussion took place around promoting shopping outside of Yates County as it would be a loss in sales tax. The Committee voted 3 to 2 to bring a resolution forward to the full board. Kerry will have a resolution for Monday's meeting.

Kerry reviewed her memo on health insurance, explaining that the Non-Union employees would like the legislature to consider option “C” which for 2016 the county cost for insurance is based on the county paying 85% of the premium and funding the HRA for all employees regardless of which health insurance plan they select at \$1,300/\$2,600. The Committee took no action on this at this time.

Bonnie moved to enter executive session to discuss the employment history of an individual with Sarah, Kerry and all legislators present, seconded by Jim Multer.

VOTE: Unanimous

Meeting adjourned at 3:46p.m.