

AGENDA
GOVERNMENT OPERATIONS COMMITTEE
Thursday, May 6th 9:00 a.m.

Supervisors: Emmel, Chatfield, Spickerman, Verkey, Eynor

9:00 a.m.

Approval of meeting minutes

9:00 a.m.

Transmittals referred to Committee

9:05 a.m.

Compliance Officer, Ed Hunt

NO BUSINESS

9:05 a.m.

Board of Elections, Mark Alquist & John Zornow

TRANSMITTAL:

- Authorization to support early voting poll site [BOE05RES01 Early Voting Pollsite Location \(003\).doc](#)

9:10 a.m.

County Clerk, Michael Jankowski

NO BUSINESS

9:10 a.m.

County Attorney, Dan Connors

Monthly Report [CA Report.pdf](#)

9:15 a.m.

County Administrator, Rick House

Monthly Report [CO Admin Report.docx](#)

TRANSMITTAL:

- Authorization to Create a Temporary Position of Fiscal Assistant to the Office of County Administrator [CADMIN05RES01 temporary fiscal assistant.doc](#)

9:30 a.m.

Human Resource Department, Chris Kalinski

TRANSMITTALS:

- Authorization to amend budget [HR05Res1 Authorization to amend 2021 Budget Legal Expenses.doc](#)
- Authorization to adopt management/confidential position salary ranges [HR05Res2 Adopting 2022 Management and Confidential Wage and Salary Range.doc](#)
- Authorization to Abolish One Full-Time Self Insurance Specialist and Create One Full-Time Senior Personnel Clerk Position and Amend the 2021 County Budget [HR05Res3.docx](#)
- Authorization to Accept 15(8) Settlement Proposal from NYS Workers' Compensation Board [HR05Res4 Authorization to Accept 15\(8\) Settlement Proposal.docx](#)

RESOLUTION TRANSMITTAL

Committee No: 5

Date: 05/06/2021

**Committee Chair: Jake Emmel
Department Head: Alquist/Zornow**

DECLARATION AND SUPPORT FOR EARLY VOTING POLLSITE TO BE AT THE WAYNE COUNTY BOARD OF ELECTIONS OFFICE

WHEREAS, Section 8-600 of the New York State election law requires municipalities with the highest population pursuant to the latest federal decennial census in each county to have at least one polling place designated for early voting; and,

WHEREAS, the Board of election offices may designate place(s) for early voting that includes the Office of the Wayne County Board of Elections located in Lyons, NY; and,

WHEREAS, Washington County Board of Elections Office received an exception from the above requirement due to its physical location to its municipality with the highest population; and,

WHEREAS, Wayne County Board of Elections Office is desirous of seeking a similar exception to the election law since the Town of Arcadia, which is the largest municipality in Wayne County, is located in very close proximity to the Wayne County Board of Elections Office, which is centrally located within the County, the County seat of government, and served by public transportation routes; and,

WHEREAS, thus under these circumstances it is appropriate to authorize the Wayne County Board of Elections Office as the only Early Voting Pollsite in Wayne County; now therefore be it

RESOLVED, that the Wayne County Board of Supervisors supports the designation of the Wayne County Board of Elections Office, Public Safety Building, Lyons, NY, as the Early Voting Pollsite for the County of Wayne and encourages our State Legislators to advance our designation request for the Governor to sign into law.

Budgeted: No Proposed Cost: \$0.00 Reimbursed Amount: \$0.00 County Cost: \$0.00

Departmental transfer \$ _____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes ___ no ___ N/A ___ Signature: _____

County Attorney Review: yes ___ no ___ N/A ___ Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

COUNTY OF WAYNE
OFFICE OF THE COUNTY ATTORNEY
WAYNE COUNTY COURTHOUSE
26 CHURCH STREET, LYONS, NEW YORK 14489
FAX: (315) 946-5942

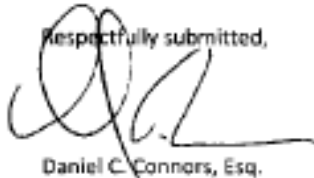
DANIEL C. CONNORS, ESQ.
COUNTY ATTORNEY
(315) 946-7442

ERIN M. HAMMOND, ESQ.
ASSISTANT COUNTY ATTORNEY
(315) 946-7444

The County Attorney's Office monthly report for April 2021 is as follows:

Contracts Drafted and/or Reviewed	43
Insurance Certificates	26
Notice of Claim	0
Accidents	0
Disciplines/Grievances	1
Human Rights Complaints	0
Subpoenas	5
Freedom of Information Requests (FOIL)	34
FOIL Money Collected	\$0.00
Juvenile Delinquent's (JD's)	4
Persons In Need of Supervision (PINS)	0
Habeas Corpus	0
Poor Person Applications	5
Pistol Permit Hearings	0
Unemployment Hearings	0
Total Amount of Bills Paid from A1420(CA)	\$158.93
Total Amount Paid from A1930 (Judgment & Claims)	\$4,520.00
Total Amount Paid from A1931 (Liability & Casualty)	\$706.85
Total Amount Paid for 207c Claims	\$1,265.00

Respectfully submitted,



Daniel C. Connors, Esq.
County Attorney



Office of the County Administrator
Rick House, County Administrator
Committee Report for April 2021

Discussion Items

- **Resolution review**
- **NYSAC Board of Directors meeting June 9-11 Belhurst Geneva**
- **Personnel issues**
- **Police Reform**
- **Managerial/confidential performance appraisals**
- **Monthly article**
- **American Recovery Act committee**
- **Sales Tax distribution committee**
- **FL Workforce Investment Board meeting**
- **FL Workforce Investment Finance Council meeting**
- **Personnel changes**
- **Resolution**

RESOLUTION TRANSMITTAL

Committee No: 2

Date: 5/6/2021 Committee Chair: Mr. Emmel

Department Head: House

AUTHORIZATION TO CREATE A TEMPORARY POSITION OF FISCAL ASSISTANT TO THE OFFICE OF COUNTY ADMINISTRATOR

WHEREAS, Kenneth Blake has been the Fiscal Assistant for the Office of County Administrator since February 2011; and

WHEREAS, Mr. Blake has announced that he will be retiring, with the exact date dependent on the training timeline of his successor; however, no later than February 2022; and

WHEREAS, due to the importance of this position and the required high level of proficiency of the successor, the County Administrator is desirous of creating the position of Temporary Fiscal Assistant, who will be responsible for the preparation and administration the 2022 County Budget, with direct oversight by Mr. Blake; and

WHEREAS, upon Mr. Blake’s retirement, the Temporary Fiscal Assistant position will be abolished, now therefore be it

RESOLVED, that the Board of Supervisors hereby establishes the temporary position of Fiscal Assistant, which will be abolished upon the retirement of the Mr. Blake; and further be it

RESOLVED, the salary for the Temporary Fiscal Assistant position shall be established at the Managerial/Confidential pay plan grade 9 hire rate of \$70,916; and further be it

RESOLVED, that the County Treasurer is directed to amend to 2021 budget as follows:

A1990 Contingent Fund General

(Appropriations)

\$7,965.20 from 54000 Contractual Expenses

A1430 Human Resources

(Appropriations)

\$36,815.39 from 51595 Self-Insurance Specialist

\$5,927.28 from 58100 Retirement

\$2,816.38 from 58200 Social Security

\$3,248.96 from 58400 Hospital

A1230 County Administrator

(Appropriations)

\$43,251.92 to 51586 Fiscal Assistant

\$6,963.56 to 58100 Retirement

\$3,308.77 to 58200 Social Security

\$3,248.96 to 58400 Hospital

Budgeted: No Proposed Cost: \$7,965.20 Reimbursed Amount: \$0.00 County cost: \$7,965.20

Departmental transfer \$ _____ from Account No. _____ to Account No. _____

County Administrator’s Review: _____ Date: _____

Human Resources Office Review: yes ___ no ___ N/A ___ Signature: _____

County Attorney Review: yes ___ no ___ N/A ___ Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec’d: _____ Clerk, Board of Supervisors

Referred to:

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

RESOLUTION TRANSMITTAL

HR 05 RES 1
Committee No.5

May 6, 2021

Committee Chair: Jake Emmel
Department Head: Chris Kalinski

AUTHORIZATION TO AMEND THE 2021 HUMAN RESOURCE DEPARTMENT BUDGET FOR LEGAL EXPENSES FOR NEGOTIATIONS AND ARBITRATIONS

WHEREAS, the Human Resource Department now oversees the budgeted line item for Legal Representation for contract negotiations, arbitrations, etc.; and

WHEREAS, the 2021 budget was established with an amount of \$60,500 to cover these services with extensive time period on contract negotiations and arbitrations, the funds are nearly exhausted; and

WHEREAS, the County will continue legal services from Hancock Estabrook, LLP for services to negotiate two contracts expiring in 2021 and continued arbitrations; and

WHEREAS, the Human Resource Director is desirous to amend the 2021 Budget to add \$80,000 Budget Appropriations to cover anticipated costs of continuation of negotiations and arbitrations; now, therefore, be it

RESOLVED, that the Wayne County Treasurer is hereby authorized to amend the 2021 Budget as follows:

A1990 Contingent Fund General
(Appropriations)
\$80,000 from 54000 Contractual Expenses

A1430 Human Resource Departments
(Appropriations)
\$80,000 to 54486 Union Contracts

Budgeted: yes ___ no X Proposed Cost: \$80,000.00 Reimbursed Amount \$0.00 County cost \$80,000.00

Departmental transfer \$ _____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes ___ no ___ N/A ___ Signature: _____

County Attorney Review: yes ___ no ___ N/A ___ Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors Referred to:

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

RESOLUTION TRANSMITTAL

HR05 RES2
Committee No.5

May 6, 2021

Committee Chair: Jake Emmel
Department Head: Chris Kalinski

ADOPTION OF MANAGEMENT AND CONFIDENTIAL POSITION WAGE AND SALARY RANGES FOR 2021

WHEREAS, the Wayne County Local Law no. 2-2014 gives the Board of Supervisors the authority to implement the Salary Plan for Managerial and Confidential Employees; and
 WHEREAS, the Director of Human Resources recommends that the 2021 Salary Schedule be revised for 2022 by a cost of living adjustment (COLA) of 2.5% to align the 2022 salary schedule with the labor market; and
 WHEREAS, the Pay Plan Committee has met and agreed to make changes within the Pay Plan Salary Administration; now, therefore be it
 RESOLVED, that the Board of Supervisors hereby adopts the following wage and salary ranges for the Managerial and Confidential employee group effective January 1, 2022

COLA:	2.50%													
2022	1	2	3	4	5	6	7	8	8b P.T.	9	10	11	12	13
MINIMUM	\$15.43	\$17.44	\$19.70	\$22.26	\$45,787	\$51,739	\$57,947	\$64,901	\$41,000	\$72,689	\$81,412	\$91,181	\$102,123	\$114,378
1	\$15.79	\$17.85	\$20.16	\$22.79	\$46,854	\$52,944	\$59,298	\$66,414		\$74,383	\$83,309	\$93,307	\$104,503	\$117,044
2	\$16.15	\$18.26	\$20.63	\$23.31	\$47,946	\$54,178	\$60,680	\$67,962	\$43,725	\$76,118	\$85,250	\$95,481	\$106,938	\$119,772
3	\$16.53	\$18.69	\$21.12	\$23.85	\$49,064	\$55,441	\$62,095	\$69,545		\$77,892	\$87,238	\$97,707	\$109,431	\$122,563
4	\$16.92	\$19.12	\$21.61	\$24.42	\$50,207	\$56,734	\$63,542	\$71,167	\$46,451	\$79,707	\$89,271	\$99,984	\$111,982	\$125,420
5	\$17.31	\$19.57	\$22.11	\$24.98	\$51,377	\$58,056	\$65,023	\$72,825		\$81,564	\$91,352	\$102,314	\$114,592	\$128,343
6	\$17.71	\$20.02	\$22.62	\$25.56	\$52,574	\$59,409	\$66,539	\$74,523		\$83,466	\$93,481	\$104,699	\$117,263	\$131,334
MIDPOINT	\$18.13	\$20.49	\$23.15	\$26.16	\$53,799	\$60,793	\$68,089	\$76,258		\$85,409	\$95,658	\$107,137	\$119,995	\$134,394
8	\$18.33	\$20.71	\$23.40	\$26.43	\$54,377	\$61,446	\$68,820	\$77,077		\$86,327	\$96,685	\$108,288	\$121,283	\$135,837
9	\$18.52	\$20.93	\$23.65	\$26.72	\$54,961	\$62,106	\$69,558	\$77,904		\$87,253	\$97,724	\$109,451	\$122,585	\$137,296
10	\$18.72	\$21.16	\$23.90	\$27.01	\$55,551	\$62,772	\$70,305	\$78,741		\$88,190	\$98,772	\$110,625	\$123,901	\$138,770
11	\$18.92	\$21.38	\$24.16	\$27.30	\$56,147	\$63,445	\$71,059	\$79,586		\$89,136	\$99,833	\$111,813	\$125,231	\$140,259
12	\$19.13	\$21.61	\$24.42	\$27.59	\$56,750	\$64,127	\$71,822	\$80,440		\$90,093	\$100,904	\$113,013	\$126,575	\$141,765
13	\$19.33	\$21.84	\$24.68	\$27.89	\$57,359	\$64,816	\$72,594	\$81,304		\$91,061	\$101,988	\$114,226	\$127,934	\$143,287
14	\$19.54	\$22.08	\$24.95	\$28.19	\$57,975	\$65,511	\$73,373	\$82,176		\$92,038	\$103,082	\$115,453	\$129,308	\$144,824
15	\$19.75	\$22.31	\$25.22	\$28.50	\$58,597	\$66,215	\$74,160	\$83,059		\$93,026	\$104,189	\$116,692	\$130,696	\$146,379
16	\$19.96	\$22.55	\$25.48	\$28.80	\$59,227	\$66,925	\$74,956	\$83,951		\$94,025	\$105,307	\$117,945	\$132,099	\$147,951
17	\$20.17	\$22.80	\$25.76	\$29.11	\$59,862	\$67,644	\$75,761	\$84,852		\$95,034	\$106,438	\$119,211	\$133,517	\$149,539
18	\$20.39	\$23.04	\$26.04	\$29.42	\$60,505	\$68,370	\$76,575	\$85,763		\$96,055	\$107,581	\$120,491	\$134,950	\$151,144
19	\$20.61	\$23.29	\$26.31	\$29.74	\$61,155	\$69,103	\$77,397	\$86,683		\$97,086	\$108,736	\$121,784	\$136,399	\$152,767
MAXIMUM	\$20.83	\$23.53	\$26.60	\$30.05	\$61,813	\$69,848	\$78,229	\$87,617		\$98,130	\$109,907	\$123,095	\$137,867	\$154,411

Budgeted: yes no Proposed Cost: _____ Reimbursed Amount _____ County cost _____

Departmental transfer \$ _____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes ___ no ___ N/A ___ Signature: _____

County Attorney Review: yes ___ no ___ N/A ___ Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

RESOLUTION TRANSMITTAL

HR 05 RES 3
Committee No.5

May 6, 2021

Committee Chair: Jake Emmel
Department Head: Chris Kalinski

AUTHORIZATION TO ABOLISH ONE FULL-TIME SELF INSURANCE SPECIALIST AND CREATE ONE FULL-TIME SENIOR PERSONNEL CLERK POSITION FOR THE HUMAN SERVICES DEPARTMENT AND AMEND THE 2021 BUDGET

WHEREAS, the position of Self-Insurance Specialist will be vacated by Brian Sams due to resignation to accept other County position; and

WHEREAS, Brian Sams, Fiscal Assistant (temporary) will continue to maintain the financial duties of the Wayne County self-insured Workman’s Compensation and Wayne County Health Trust functions, there will be the need to perform additional duties with each of those self-insured plans; and

WHEREAS, the Human Resource Director has determined the clerical needs associated with the Self-Insured Programs, and therefore would like to abolish once vacated a full-time Self-Insurance Specialist and create one full-time Senior Personnel Clerk position within the established Managerial/Confidential pay plan structure, Grade 4; now, therefore, be it

RESOLVED, that the position of full-time Self-Insurance Specialist be abolished, and a full-time Senior Personnel Clerk in the Human Resource Department created and the Director of Human Resources is authorized to hire and fill this position; and be it further

RESOLVED, that the Wayne County Treasurer is authorized to make the following 2021 County Budget amendment:

Account No. A14300 – Human Resources
(Appropriations)
\$25,000 from 51595 Self-Insurance Specialist
\$25,000 to 51065 Senior Personnel Clerk

Budgeted: yes ___ no X Proposed Cost: _____ Reimbursed Amount \$0.00 County cost _____

Departmental transfer _____ from Account No. _____ to Account No. _____

County Administrator’s Review: _____ Date: _____

Human Resources Office Review: yes ___ no ___ N/A ___ Signature: _____

County Attorney Review: yes ___ no ___ N/A ___ Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec’d: _____ Clerk, Board of Supervisors

Referred to:
Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

RESOLUTION TRANSMITTAL

Committee No. 5

Date: May 6, 2021

Committee Chair: Jake Emmel
Department Head: Chris Kalinski

Authorization to Accept 15(8) Settlement Proposal from NYS Workers' Compensation Board

WHEREAS, Workers' Comp Law Section 15(8) established the Special Disability Fund to provide financial relief for employers when an employee with a pre-existing injury was hurt again under workers' comp; and

WHEREAS, the Special Disability Fund was closed to new claims in 2007 and administration was placed under the responsibility of the Workers' Compensation Board (WCB); and

WHEREAS, due to the onerous work of overseeing 15(8) reimbursements, the WCB has begun offering one-time cash settlements to carriers to close out their 15(8) claims and shift the claims liability back to the carrier; and

WHEREAS, this settlement amount is determined based on the estimated lifetime value of each claim discounted at 2.68% (20 year Treasury yield plus .5%); and

WHEREAS, the WCB has offered the Wayne County Self-Insurance Fund a settlement amount of \$3,207,124 for its 33 open 15(8) claims; and

WHEREAS, the County's plan administrators, NCA Comp, believes this settlement offer is very generous, and it would be financially advantageous to accept this proposal; and

WHEREAS, these settlement funds will be used by the Wayne County Self-Insured Workers' Compensation Plan solely for the objective of full and final settlements on these open 15(8) claims; now, therefore, be it

RESOLVED, that Chairman of the Board of Supervisors and the Self-Insurance Specialist are hereby authorized to accept the 15(8) settlement proposal from the NYS Workers' Compensation Board in a one-time lump sum amount of \$3,207,124.

Budgeted: yes no Proposed Cost: Reimbursed Amount County cost

Departmental transfer \$ _____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes ___ no ___ N/A ___ Signature: _____

County Attorney Review: yes ___ no ___ N/A ___ Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____