

MINUTES

GOVERNMENT OPERATIONS COMMITTEE

Thursday, February 9, 2023 9:00 a.m.

Present: Supervisors Lasher, Donalty, Kolczynski, Chatfield, Miller, Groat and Eygnor, County Administrator Rick House, Administrator's Secretary Tracy Lambie~~Fiscal Assistant Brian Sams~~, Human Resource Director Chris Kalinski, County Attorney Dan Connors, County Clerk Michael Jankowski and GIS Coordinator Zakk Hess.

Minutes from the January 5th Committee meeting were approved as written.

The Committee reviewed the following pass-thru transmittals:

--Authorization to create and fill the full-time position of Home Health Aide at the Department of Aging and Youth and amend the budget. Approved 5-0.

--Authorization to abolish one full-time RN Supervisor position at the Nursing Home, create and fill two part-time RN Supervisor positions and amend the budget. Approved 5-0.

--Authorization to create a Senior Clerk-Typist position at the Public Health Department, abolish the Bilingual Community Health Worker position and amend the budget. Approved 5-0.

--Authorization to create and classify job titles for Wayne County EMS (Emergency Medical Service) and amend the 2013 County budget. Approved 5-0.

--Authorization to create an additional Wayne County Sheriff's full-time Court Security position and amend the budget. Approved 5-0.

The monthly activities report for the County Attorney's Office was included with the agenda. During January, the Office drafted and/or reviewed 39 contracts, one accident report, two grievance/disciplines, one Human Rights complaint and received two subpoenas. Staff responded to 51 FOIL request and were involved with six juvenile delinquent cases.

The Annual Report for the County Attorney's Office was received and filed. During 2022, there were 10 civil claims filed against the County, 522 contracts drafted and/or reviewed and 462 insurance certificates reviewed. The Office participated in 12 disciplinary/grievances, processed 38 Juvenile Delinquent cases and 12 Persons In Need of Supervision cases. Staff responded to 467 FOIL (Freedom Of Information Law) requests and reviewed 41 poor person applications for assigned counsel.

Mr. Connors reported the newly hired Confidential Secretary in his Office is working out well. Concerns with the contract the Nursing Home has with SODEXO cleaning the Facility are being

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reviewed. Mr. Connors will be working with the Nursing Home Administrator and the contractor on contract deficiencies.

The Annual Report for the County Clerk's Office was received and filed. The Clerk's Office filed over 2,700 deed and 3,000 mortgages and the Recording Office processed 25,059 transactions. The Office collected \$5 million in mortgage tax in 2022 and distributed over \$2.2 million of the amount to towns and villages. The Clerk's Office had revenue of \$13.6 million in 2022; reflecting revenue over expenses of \$1.2 million. The Clerk's revenue was down 14%, mortgage tax up 28%, DMV revenue down 20%, DMV internet revenue down 16%, and DMV Office revenue down nearly 20%. There were nearly 6,000 driver's license renewals handled by the local DMV Office and approximately 37,000 motor vehicle registrations. The Records Center had an inventory of 5,199 boxes at the end of the 2022. The report included a list of County bicentennial projects and events worked on during 2022. Mr. Jankowski noted the effects COVID had on the Office during 2020 and 2021.

Mr. Jankowski complimented his staff for the work they do. Counties are once again handling their own vehicle registrations. He is concerned with some proposed changes regarding pistol permits suggested by the Governor. The Governor also proposed increasing local DMV fees from 12.5% to 20%; this would increase revenue greatly in the Department.

Mr. Jankowski voiced concern with the Governor's proposal to have notaries keep record of all paperwork they notarize and maintain their log for 10 years. He will keep the Committee up to date on this issue.

The County Historian's Office had 96 visitors during 2022, received 365 phone calls, 70 letters and 8,250 e-mails. Revenue and traffic in the Department are not back to pre-pandemic levels.

Mr. Hess presented a transmittal requesting authorization for the Chairman of the Board to sign an end-user license agreement with the Federal Communications Commission. This would allow the County to receive broadband serviceable location fabric, which would provide additional insight into broadband service status in the County. He has participated in meetings with internet vendors and the County still does not have a complete record of what addresses are served. The FCC has a complete list of everyone who has broadband and can tell the County where there is serviceable and non-serviceable locations. Mr. Hess said this information will be cross-referenced with data the County already has to make sure void areas are noted. Approved 5-0.

Mr. House updated members on activities in his Office since the last meeting. He stated the importance of Department Heads managing their staff. It continues to be difficult to fill vacant positions, especially positions with added responsibilities. Mrs. Kalinski noted the State Retirement System is operating slowly and more work is being placed on municipal human

resource departments. Mr. House reiterated the County cost for setting up the Countywide EMS System. Efforts are being made by several Department Heads to recognize their employees for

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the work they do. The County Auditor is reviewing the legal amount that can be spent on employee recognition. Administration has begun review of the 2024 budget process now that the Governor has released her budget; it appears the State will require more local dollars to operate mandated programs.

Mr. House will be participating in a ZOOM meeting later today with Assemblyman Manktelow and Senator Helming regarding the request to have a County Occupancy Tax approved.

Mr. House presented the following transmittals:

--Authorization for the Board of Supervisors to oppose Governor Hochul's plan to ban natural gas heating and appliances as not feasible or warranted action in Wayne County. Approved 5-0.

--Authorization to call upon the State of New York to continue to pass-thru Federal Affordable Care Act Enhanced Federal Medicaid Assistance Percentage Funds. Mr. House stated this is Federal funding deemed to come to the County that is not being channeled through the State at this time. Approved 5-0.

Mrs. Kalinski reported there were 20 new full-time and 14 part-time positions filled in January, and 17 resignations and four retirements. The Human Resource Office has a limited advertising budget; however, has begun advertising position that mention salary ranges and retention bonuses in the Times of Wayne County. The Economic Development/Planning Department will purchase billboard space that will also advertise job opening in the County workforce.

Mrs. Kalinski presented a transmittal requesting authorization to approve out-of-title pay to the Veterans Service Officer for the time she served as Director of Veterans Services. The amount will not exceed \$1,060. Approved 5-0.

In other business, the Committee addressed a transmittal requesting authorization for the Chairman of the Board to sign an agreement with Regional Transit Service/Wayne Area Transportation Services for one-day service for the Wayne County Bicentennial kick-off event on April 11th. The price of the service will not exceed \$500. Approved 5-0.

Mr. Chatfield made a motion the Committee enter into executive session with Mr. House present to discuss a personnel matter at 10:12 a.m., Mr. Donalty second. The meeting adjourned at 10:35 a.m. The next meeting of the Government Operations Committee is scheduled for Thursday, March 9th 9:00 a.m.