

MINUTES

GOVERNMENT OPERATIONS COMMITTEE

Thursday, March 3, 2022 9:00 a.m.

Present: Supervisors Lasher, Donalty, Kolczynski, Chatfield, Eygnor, Groat and Miller, County Administrator Rick House, Fiscal Assistant Brian Sams, Human Resource Director Chris Kalinski, Election Commissioners John Zornow and Mark Alquist and County Attorney Dan Connors.

Minutes from the February 3rd Committee meeting were approved as written.

The following transmittals were referred to the Government Operations Committee:

--Authorization to abolish the position of Chief Deputy in the Sheriff's Office and create and fill the position of Major and set the salary for the new position. Approved 5-0.

--Authorization to create the part-time position of Senior Account Clerk in the Sheriff's Office. Approved 5-0.

--Authorization to abolish one full-time Data Entry Operator position at the Department of Social Services and one full-time Senior Clerk-Typist position at the Department of Aging and Youth and create a full-time Principal Audit Clerk position at the Department of Social Services. Approved 5-0.

--Authorization to hire Lifeguards and set the salary for Sodus Point Park lifeguard staff. Approved 5-0.

Mr. House updated the Committee of his activities. The County cost for personnel services dropped by over \$3 million in 2021 with eliminations and not filling vacant positions. Those positions eliminated were done through attrition or a vacancy that already existed. Over 40 positions were placed back in the 2022 budget; the overwhelming number of these positions are grant funded. Sales tax revenues were \$9.8 million over projections for 2021. Mr. House said he will continue to review sales tax revenues with Treasurer Patrick Schmitt and Mr. Sams. County purchases for personal protective equipment, home COVID test kits and an educational component regarding COVID are being charged against a \$1 million grant the County received. Home COVID test distribution efforts continue, after the County ordered and received 25,000 kits, the State sent another 20,000. Efforts continue on staff recruitment and retention; there are many unfilled positions in the County at this time. Mr. House will be attending the NYSAC Conference in Albany from March 14th-16th.

Mr. House continues to participate in weekly Control Room Meetings regarding COVID issues with surrounding counties and the State. He believes these meetings will be reduced as the

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number of COVID cases reduces. Labor negotiations are underway with the Teamsters. Mr. House is conducting annual performance evaluations as part of the County's Managerial/Confidential Pay Plan.

The following transmittals were presented for the County Clerk's Office:

--Authorization for the Chairman of the Board to sign an agreement with Biel's Document Management for microfilm services. This will help the County continue to convert digital images into microfilm. Approved 5-0.

--Authorization to carry over \$8,504.04 in remaining Hoffman Foundation Grant funding to the 2022 budget. These funds have been made available to the County for historical projects. Approved 5-0.

The monthly activities report for the County Attorney's Office was distributed with the agenda. During February staff drafted and/or reviewed 32 contracts and 28 insurance certificates. The Office received 27 Freedom of Information requests, handled two Juvenile Delinquent cases, and received five poor person applications, six accident reports and one grievance.

Mrs. Kalinski informed the Committee there were 27 new hires since the last meeting, 21 resignations and three retirements. COVID expenses related to County personnel total \$186,516; claims have slowed down drastically.

The Annual Report for the Board of Elections was received and filed. A copy of the report was sent electronically to all Supervisors prior to today's meeting. The Department operated with four full-time and two part-time staff members on an \$898,800 budget. In 2021 there were 256 Election Inspectors appointed and 57,869 mail check cards sent to voters. The number of Election Inspectors trained during the year was down; the Office is always looking to fill these positions. There are 37 poll sites in the County with 43 voting machines. Fifteen percent of County residents voted in the Republican Primary at a County cost of \$64,189 and 32% of residents voted in the General Election at cost of \$130,905. At the end of the year there were 60,919 registered voters in Wayne County, 24,630 Republican, 16,379 No Party, and 14,723 Democrat.

Mr. Zornow presented a transmittal requesting authorization to transfer \$163,500 from the County's Capital Reserve into the Board of Election's budget to pay for fifteen new voting machines. The County set funds aside for a gradual replacement of voting machines in the Capital Reserve. Machines currently in use were purchased in 2008. Mr. Alquist said old machines will be traded in or used for parts. Approved 5-0.

A lengthy discussion took place on Early Voting in New York. Due to the population of Wayne County, the State is requiring there be two early voting sites. The first site will remain at the

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Board of Elections Office in Lyons; the second will be in western Wayne County, due to the dense population in that area. The exact site has yet to be determined because of the number of standards the facility must meet. Early Voting takes place over 10 days. Mr. Alquist said besides voting machines for the second site, additional equipment will be needed plus staff and Election Inspectors will have to be on sight. He is hopeful leftover grant funds will cover the cost of equipment and personnel. Mr. Alquist does not think the second site will be in place for the June Primary, but should be for the General Election this fall.

Mr. House questioned if the Board of Elections could release election results any sooner than they currently do. Mr. Alquist said it has been the practice of the local Election's Office only to release numbers when they are finalized. He reviewed the process of closing polls, collecting information and having it delivered for calculation to the Board of Elections in Lyons.

Mr. Kolczynski requested members enter into Executive Session at 10:10 a.m. to discuss pending litigation and a disciplinary personnel matter with Mrs. Kalinski, Mr. Connors and Mr. Sams presented. Carried. The meeting adjourned at 10:24 a.m. The next meeting of the Government Operations Committee is scheduled for Thursday, April 7th at 9:00 a.m.