

## MINUTES

### GOVERNMENT OPERATIONS COMMITTEE

Thursday, July 7, 2022 9:00 a.m.

Present: Supervisors Lasher, Donalty, Kolczynski, Chatfield and Eynor, County Administrator Rick House, Fiscal Assistant Brian Sams, Human Resource Director Chris Kalinski, County Clerk Michael Jankowski, Grant Specialist Jay Roscup, County Purchasing Agent Kaleigh Flynn, GIS Coordinator Zack Hess and County Attorney Dan Connors. Supervisor Miller was not present for the meeting.

Minutes from the June 9<sup>th</sup> Committee meeting were approved as written.

The following transmittals were referred to the Government Operations Committee:

--Authorization to abolish the position of Account Clerk in the Public Works Department and re-establish the position of Senior Account Clerk. Approved 3-0. Supervisor Kolczynski refused to vote on pass-thru transmittals, stating this Committee's vote has no meaning.

--Authorization to create the position of full-time Account Clerk and abolish the position of part-time Account Clerk and part-time Outdoor Recreation Coordinator in the Tourism Department. Approved 3-0, Supervisor Kolczynski refused to vote on the matter.

--Authorization to create the position of Secretary 1 at the Department of Social Services and abolish the position of Senior Typist. Approved 3-0, Supervisor Kolczynski refused to vote on the matter.

Mr. Connors reviewed the monthly activities report for the County Attorney's Office. During June the Office drafted and/or reviewed 26 contracts, reviewed 52 insurance certificates, one notice of claim and two accident reports. Staff replied to 32 FOIL requests, handled one juvenile delinquent case and one person in need of supervision case.

A PowerPoint presentation was made on the County Clerks 2<sup>nd</sup> quarter financials. Mr. Jankowski noted the economy in Wayne County has soften. County Clerk revenues are down 13.4% from last year. Mr. Jankowski stated a better comparison against today's figures is to go back before the pandemic to 2019. The highest amount of revenue was received from mortgage tax, which was up 3% from the past year; this increase is mainly due to a very large transaction that occurred last month. DMV revenue is down nearly 31% from last year. Mr. Jankowski noted the number of individuals purchasing vehicles has substantially declined since the height of the pandemic. He informed Supervisors the State is now having license and registration renewals done through local DMV Offices. County Clerk expenses are running in line with last year. The number of documents processed by the Clerk's Office is up 2% from last year, deeds up 3.3% and the number of mortgages filed down 10%. Individuals are not seeking DBAs as they were during the

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pandemic, filings are down 38%. Pistol permits are up nearly 30%, gun additions are down 22.4%, and civil foreclosures are up from four during the first half of 2021 to eight this year at the same time.

The Historian's revenue is down; Mr. Jankowski noted the Department has a very small budget and activity in the Office has yet to return to pre-pandemic levels. Expenditures in the Department are up 8.6%, this is due to bicentennial expenditures. He would like to see more in person contact take place now that COVID transmission is low.

Mr. Jankowski distributed a 'Fire Arm Fact Sheet' that he prepared regarding a landmark legislative package Governor Hochul sign to strengthen the State's gun laws. He noted the information being supplied through the State Police relating to content of the legislation has been very confusing. Mr. Jankowski is waiting for clarification on the details of changes in the legislation, and will keep Supervisors and the public updated as information is received. Judges, as certifying officers, have increased responsibilities through the Governor's package. County Judges will be required to meet with every new pistol permit applicant; there are approximately 200 a year in Wayne County. Mr. Jankowski reported most of the issuing authority for pistol permits has been moved to the State Police. The new statute removes the Sheriff's Office from performing pistol permit background investigations and transfers the responsibility to the State Police. Mr. Jankowski reviewed new permit restrictions, obtaining semi-automatic rifle permits and recertification of fire arms; additional clarification is needed on these issues. Changes will centralize the pistol permit process with the State. All personal who have gun permits will be required to participate in a 16-hour training which will include two-hours at the firing range. For individuals who already have permits, their permits will not be recertified without the training taking place. Mr. Jankowski said he does not know who is responsible for performing the required training. Details of the new law have yet to be provided to counties. He will post information on the County Clerk's web site as it becomes available.

Mr. House questioned if the new legislation would reduce gun violence in the County. It was noted 20% of Wayne County residents have pistol permits and there are no signs of gun violence in the County. Mr. Jankowski said he believes the changes made by the Governor will upset many residents.

Members of the County's Bicentennial Committee, Rosa Fox and Gene Bavis, gave a brief update on the Committee's activities. The group would like to purchase 16 historic markers, one for each town and one for the County. Each marker would have the bicentennial logo on it and would have a short statement about the founding of the town/county. The cost for the signs is estimated at \$24,000. The Committee does not have funds to pay this expense and they would like the County to consider paying for the signs.

Mr. Jankowski presented a transmittal requesting authorization to release a competitive bid for the purchase of historical markers for the upcoming County bicentennial. He noted the

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dedication of Bicentennial Committee members into making the event a successful celebration. Once this is done and pricing received, he will return with a request for funding, if needed. Approved 4-0.

Mr. Roscup informed members the Sodus Central School District received a School Safety Grant. Funds will be utilized to improve communication within the building and purchase a portable metal detector. The Community Schools Committee continues to work to tighten the concept of community schools and improve the quality of life and stability for children.

Mr. Roscup indicated that a series of school safety grants were submitted; ones submitted on the County's behalf had prior approval according to the established process.

Mr. Roscup reviewed with County Grant Coordinator, Stephanie Wilson, what grant funds the County is anticipating and to make sure revenues are being placed in the appropriate budgets. Mr. Roscup commended the careful and thorough work being done by Ms. Wilson.

Mr. House updated the Committee on Office activities. A proposal will be put before the full Board this month to change the work week hours of County employees who currently work 35 hours to 37.5 hours. This would change the unpaid one-hour lunch to a half an hour lunch break. He believes this action will assist with recruitment and retention of employees and is a first step to put all County employees on the same number of work hours. There are currently three schedules in the County, 35 hour, 37.5 hour and 40 hour. This would also serve to keep County offices that close for the lunch hour open to the public. The cost of the change will be offset by the savings in State retirement cost. Mr. House noted it is mandated for any employee who works over six consecutive hours to have at least a 30 minutes break. If approved by the Board, the new hours will go into effect January 1<sup>st</sup>.

As a member of the NYS County Administrators Board of Directors, Mr. House attended their June meeting in Syracuse. The group discussed the Aid and Incentives to Municipalities (AIM) which is proposed for change in the State's 2023-24 budget. Currently AIM funding is appropriated to counties, who in turn appropriate funds to towns and villages. How the State is disbursing Distressed Hospital funding was questioned at the meeting along with retention and recruitment of staff.

Mr. House noted Department Heads have been requested to submit their 2023 budgets by the end of the week. At this time the County has a solid fund balance.

Mr. House said, after consultation with Chairman Eygnor, he asked Public Defender Andy Correia to head-up a recruitment and retention subcommittee for legal positions in the County. Mr. Correia has one of the Departments in the County that is not experiencing a problem with filling vacancies; however, both the Department of Social Services and the District Attorney are having a great deal of difficulty in filling open attorney positions. Mr. Correia noted the lack of attorneys

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in rural areas of the State. Supervisors questioned if the County needs to put together a recruitment package. Mr. Correia said salary is not always the issue, although competitive salaries should be offered.

Mr. House presented a transmittal requesting authorization to purchase audiovisual equipment for the Board of Supervisors Conference Room on the first floor of the Court House for a price of \$6,000. He stated current audiovisual equipment in the room is outdated. Approved 4-0.

--Authorization to sign an agreement of indemnification with the Village of Sodus Point to host the Sodus Point Lighthouse Splash Event on August 6<sup>th</sup> from 11 a.m. – 7 p.m. The Village supplied the necessary liability coverage after the Public Works Committee earlier in the week; however, he wanted to get the request on the Board agenda, so brought it before this Committee. Approved 4-0

The following transmittals were presented for the Human Resource Department:

--Authorization for the Chairman of the Board to sign a memorandum of agreement between the County, employee unions, and managerial and confidential employees to change the standard work week for staff who currently work 35 hours a week to 37.5 hours. Approved 4-0.

--Authorization to rescind Board Resolution No. 277-22 the adoption of the management and confidential position wage and salary schedule for 2023. The change will allow for an increase in the 35-hour work week to 37.5 hours. Approved 4-0.

--Authorization to adopt a managerial confidential position pay grade for the Deputy Health Services Comptroller. Approved 4-0.

Mrs. Kalinski said she would like to have a resolution go to the Board to ratify the Correction Officer's Union contract if approved before the Board meets. Mr. House said the issue could be placed on next week's Finance Committee agenda.

Mrs. Kalinski reviewed how new positions are created and approved through Civil Service and Unions. When she was named the Human Resource Director Mrs. Kalinski requested Department Heads review all job positions/descriptions in their Departments for accuracy; very few were returned with a request to be changed.

Mr. Kolczynski made a motion the Committee enter into Executive Session at 10:17 a.m. with Mr. House, Mr. Sams, and Mr. Connors to discuss a matter of pending litigation. Mr. Chatfield second. The meeting adjourned at 10:30 a.m. The next meeting of the Government Operations Committee is scheduled for Tuesday, August 2<sup>nd</sup> at 12 noon