

## MINUTES

### GOVERNMENT OPERATION COMMITTEE—via teleconference

Thursday, April 9, 2020 8:30 a.m.

Present: Supervisor Emmel, County Administrator Rick House and Fiscal Assistant Ken Blake, Via ZOOM: Supervisors Chatfield, Spickerman, Verkey, Eygnor, Jacobs and Miller, County Clerk Mike Jankowski, County Grant Writer Jay Roscup and Human Resource Officer Chris Kalinski.

Minutes from the March 5<sup>th</sup> Committee meeting were approved as written.

The monthly activities report for the County Attorney's Office was distributed with the agenda. The Office drafted and/or reviewed 23 contracts and 48 insurance certificates, received 21 Freedom of Information requests and handled one Juvenile Delinquent case.

Mr. House updated activities in his Office. With the current health emergency in the country the effects on the State budget are not yet known; however, he believes there will be a negative financial impact to municipalities. On March 11<sup>th</sup> initial meetings were held between County administration and school superintendents. On March 15<sup>th</sup> another meeting was held with the group and the County declared a State of Emergency. On March 16<sup>th</sup> the State declared a State of Emergency and the County directed all Departments to reduce staff, keeping only essential members for their operation. The County is staying the course with furloughed staff and dealing with individual employee issues as they arise. Mr. House has been in regular contact with Union officials/leadership, holding telephone conference with fellow county administrators and being involved with teleconferences with NYSAC. Wayne County is fiscally sound and will be able to endure the financial impact of this emergency response better than many counties in the State. Teleconference meetings are being held two to three times a week with all Department Heads for updates; Mr. House believes constant communication is necessary.

Mr. Jankowski presented the following transmittals for the County Clerk's Office:

--Authorization for the Chairman of the Board to sign a memorandum of understanding with Indecomm Global Services. This agreement is necessary to fulfil the Department's e-recording contract. There is no cost for this agreement. Approved 5-0

--Authorization to set a fee of \$10 for the County Clerk to prepare and mail deed grantor notification forms. This change is allowed by the State and the State Association of County Clerks agreed to a uniform \$10 fee. This revenue was not included in the 2020 budget, as it was not known it would be charged at that time. This will only pertain to individuals filing property deeds. Approved 5-0.

Mr. Jankowski report the County Clerk's Office remains busy with financial activity due to low interest rates.

A copy of the 2019 Annual Compliance Office report was submitted with the agenda. The report was received and filed.

It was noted the Human Resource 2019 Annual Report was submitted to the Committee at their March meeting; however a copy was never put on file with the Clerk of the Board. The report was formally received and filed.

Mrs. Kalinski presented a transmittal requesting authorization for the Board of Supervisors to ratify and 2020-2022 collective bargaining agreement with the Wayne County Sheriff's Court Officers' Association. Prior to the meeting all Supervisors were sent key items that were negotiated in relationship to this agreement. Approved 5-0.

Mrs. Kalinski reported there were 15 terminations/resignations/retirements during March and 14 new full-time hires.

Mr. Roscup said he met with some County Department Heads and will make certain the County is prepared to submit for any State/Federal funding in relationship to the COVID-19 health crisis. He noted the importance to let State representative know that rural areas also have expenses related to this issue.

How funding for 2020 Census activities will occur is not known; as it appears the State will be suffering economically from the ongoing health crisis. Mr. Roscup believes there could be a reduction in proposed funding to this program, noting at this time the County has not invested much into it with the halt in non-essential activities and social distancing. He is waiting to receive communication from the State on how reimbursement will be handled.

Mr. Miller said the County is working with the State to have reimbursement for REDI Projects made during a project, not at the conclusion, as this is a large amount for the County to upfront. If the State will still fund these multi-million dollar projects was questioned. Mr. Miller said lakeshore flooding has been an ongoing emergency situation in Wayne County and along the southern shore of Lake Ontario since lake levels were changed.

The meeting adjourned at 9:00 a.m. The next meeting of the Government Operations Committee is scheduled for Thursday, May 7<sup>th</sup> at 8:30 a.m.